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Mayor's transmittal of

consolidated budget estimates for all departments and offices of,

and the proposed budget for,

the City and County of San Francisco

1961 – 1962

Vol. 2 Page 748 to 1436 Index 411 to 567

BUDGET ESTIMATE INDEX NO. OPPOSITE SHEET NO.

EXPLANATION SHEET

ALPHABETICAL INDEX TO BUDGET ESTIMATES AND REQUEST FOR THE FISCAL YEAR 1961-1962

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Public Defender	165	266
Public Guardian	244	591
Public Health, Department of		
Central Office	511-545	1097
Emergency Hospital	551	1275
Hassler Health Home	553	1289
Laguna Honda Home	555	1308
San Francisco Hospital	557	1316
Community Mental Health Service	561-567	1392
P.S.E. Bond Interest - Redemption Fund	221	492
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Pensions: Blind, Old Age, Widows, etc.	169	300
Relief, Direct and In Kind	169	300
Public Works, Department of	411-431	748
Architecture	413	767
Bureau of Accounts	411	755
Bureau of Building Inspection	415	790
Bureau of Building Repair	417	803
Bureau of Engineering	421	914
Bureau of Sewer Repair	429	1056
Bureau of Street Cleaning	431	1076
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General Office	423	953
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Special Road Improvement Fund	681-686	1720
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Hetch Hetchy Project	755-757	2014
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Hetch Hetchy Engineering Bureau	765	2044
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Recorder	251	617
Records Center	253	628
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Registrar of Voters	255	636
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Relief, Direct and In Kind	169	300
Rentals	245	606
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San Francisco Disaster Corps:	131-136	82
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Rescue and First Aid	136	110
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Sewage and Waste Treatment	425-429	1001
Sewage Pumping Stations (Public Works)	425	1001
Sewage Treatment Plants	427	1013
Sewer Repair (Public Works)	429	1056
Sheriff	173-175	322
Simson African Hall - Museum Buildings	214	472
Single Men's Rehabilitation Center	170	309
Social Security - Employer's Tax	123	80
Special Gas Tax Street Improvs. (Dept. of Public Works)	671-672	1710
Special Aviation Fund - Airport	727	1912
Special Road Improvement Fund	681-686	1720
Street Repair	681	1721
Bridges & Tunnels	682	1741
Engineering, Traffic	683	1751
General, Maintenance-Reconstruction	684	1771
Street Construction	672-685	1780
Street Planting Division	686	1790
Steinhart Aquarium	213	461
Street Cleaning (Public Works)	431	1076
Street Construction (County Roads)	685	1780
Street Planting Division	686	1790
Street Repair (Public Works)	681	1721
Street, Tearing Up (Side Sewers)	429	1075
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Supervisors, Board of	181	364
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Water Department	745-747	1950
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CONTROLLER'S FORM No. 4280

748

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: RECAPITULATION — Appropriation Number: 1.411 - 1.431 — Sheet Number 1 of 7 Sheets — Index Number 411 - 431

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 8 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Retirement Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														RECAPITULATION															
2	189548		36		205338				-1970	100367	102791	203158	411	BUREAU OF ACCOUNTS	39		213001	3	7663	39		212616	39		215,864				
3	416207		62		447174				8260	222787	232060	454847	413	BUREAU OF ARCHITECTURE	63		85966	1	-361208	63		85816							
4	661055		84		767446		4		8353	377390	398064	775454	415	BUREAU OF BUILDING INSPECTION	107		1003177	23	235731	107		992876							
5	2654306		318		2780588				12883 44	1483447	2588054	4071501	417	BUILDING REPAIR	373		3572417	55	791829	370		3554490							
6	53188		10		57421				-324	28456	28590	57046	419	CENTRAL PERMIT BUREAU	12		67198	2	9777	12		67198							
7	533481		251		552121				-2163	273461	275750	549211	421	BUREAU OF ENGINEERING	277		845083	26	292962	275		785369							
8	181150		18		187132				5871	93681	99677	193358	423	GENERAL OFFICE	20		243014	2	55882	19		232961							
9	2034144		248		2242763				-4571	1059130	1189849	2248979	425	SEWER REPAIR AND SEWAGE TREATMENT PLANTS	244		2321220	-4	78457	244		2296322							
10	175438				100000					77288	22712	100000	425.901	SEWER REPAIR & SEWAGE TREATMENT - SIDE SEWERS			100000		-			100000							
11	2327575		360		2489237				6929	1238211	1247586	2485797	431	STREET CLEANING	368		2783295	8	294058	366		2722853							
12	9226092		1387		9829220		4		1308729	4954218	6185133	11139351		SUB-TOTAL	1503		11234371	116	1405151	1495		11050501							
13	270733				234950				344484	64349	496100	560449		REPLACEMENT & RECONSTRUCTION			645760		410810			645760							
14	793673				406450				2287825	119391	2574884	2694275		IMPROVEMENTS			9361015		8954565			9361015							
15	10290498		1387		10470620		4		3941038	5137958	9256117	14394075		GROSS TOTAL BUDGET	1503		21241146	116	10770526	1495		21057276							
16	71270				89010				3638	61294	31339	92633		TOTAL TRANSFERS-ARCHITECTURE			-		-89010			-							
17	393488				390523				11581	216575	184679	401254		" " -PURCHASER			586866		196343			544269							
18	156357				159590					75251	91364	166615		" " -UTILITIES			158970		-620			158970							
19	500				500					500	-	500		" " -CHIEF ADMINISTRATIVE OFFICE			500		-			500							
20	32617				29672					2053	27619	29672		" " -BUILDING REPAIR TRAFFIC STRIPING			34293		4621			34293							
21	13466				14295					6983	10156	17139		" " -PARK-RECREATION			24332		10037			23000							
22	-				-					-	-	-		" " -STREET CLEANING			1760		1760			1760							
23	667698				683590				15219	362656	345157	707813		TOTAL TRANSFERS			806721		123131			762792							
24	9622800		1387		9787030		4		3925819	4775302	8910960	13686262		NET TOTAL BUDGET	1503		20434425	116	10647395	1495		20294484							
25																													
26																													
27																													
28																													
29																													
30																													
31																													
32																													
33																													
34																													
35																													

RECOMMENDED BY:

Rudolph A. Adams

DIRECTOR OF PUBLIC WORKS

APPROVED BY:

Sherman P. Duckel

CHIEF ADMINISTRATIVE OFFICER

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

749

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: RECAPITULATION — Appropriation Number: 1.411 - 1.431 — Sheet Number 2 of 7 Sheets — Index Number 411-431

Line Number	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1													411	ACCOUNTS																	
2														RECAPITULATION																	
3	(29) 158405		29		172716				-4855	82550	85311	167861	110.	PERMANENT SALARIES	30		177691	1	4975	30		177691	30		182,309						
4	-		7		-					-	-	-		INTERDEPARTMENTAL	9		-	2		9		-	9								
5	720				900					112	788	900	111.	ALLOWANCE FOR OVERTIME			1470		570			1470			900						
6	870				1000				-3	731	245	976	112.	ALLOWANCE FOR HOLIDAYS			1050		50			1050			1,050						
7	-				-				2888	1325	1563	2888	119.	TEMPORARY SALARIES-RECLASSIFICATIONS			-		-			-									
8	20699				21124					10318	10756	21074	200.	CONTRACTUAL SERVICES			22284		1160			21899			21,099						
9	4501				3600				-32	1905	1663	3568	300.	MATERIALS & SUPPLIES			3565		-35			3565			3,565						
10	-				1081				32	974	-	974	400.	EQUIPMENT			800		-281			800			800						
11	4353				4917					2452	2465	4917	900.	SERVICES OF OTHER DEPTS.			5141		224			5141			5,141			5262			
12	-				-					-	-	-	948.	PETTY CASH REVOLVING FUND			1000		1000			1000			1,000						
13	189548		36		205338				-1970	100367	102791	203158		GROSS REQUEST	39		213001	3	7663	39		212616	39		215,864			4498			
14																															
15													413.	ARCHITECTURE																	
16														RECAPITULATION																	
17																														7543	
18	(62) 477228		62		540137					256664	283473	540137	110.	PERSONAL SERVICES-PERMANENT	9		79236	-53	-460901	9		79236	8								
19	-				-					-	-	-		INTERDEPARTMENTAL	54			54		54			54								
20	668				750					295	455	750	111.	OVERTIME			250		-500			250								200	
21	3218				2650				990	3404	1456	4860	112	HOLIDAYS			-		-2650			-									
22	26749				30420					28368	12106	40474	120	TEMPORARY SALARIES			-		-30420			-									
23	4438				7505					2441	4855	7296	200.	CONTRACTUAL SERVICES			2320		-5185			2170								2020	
24	930				1300					651	649	1300	203.	AUTO MILEAGE			300		-1000			300								300	
25	4395				4600					2564	1936	4500	300.	MATERIALS & SUPPLIES			1214		-3386			1214								1214	
26	3027				2617					2316	-	2316	400.	EQUIPMENT			2646		29			2646								2053	
27	2000				2000					1000	1000	2000	800.	FIXED CHARGES			-		-2000			-									
28	522653		62		691979				990	297703	305930	603633		GROSS REQUEST	63		85966	1	-506023	63		85816	62							8129	
29	105446				144805				-2270	74916	73870	148786		LESS INTERDEPARTMENTAL			-		-144805			-									
30	416207		62		547174				8260	222787	232060	454847		NET GROSS REQUEST	63		85966	1	-361208	63		85816	62							8129	
31																															
32																															
33																															
34																															
35																															

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

750

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: RECAPITULATION — Appropriation Number: 1.411 - 1.431 — Sheet Number 3 of 7 Sheets — Index Number: 411-431

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													415	BUILDING INSPECTION															1
2														RECAPITULATION															2
3	(62) 481939		66		582938		4		11354	290716	303576	594292	110.	PERMANENT SALARIES	82		704551	16	121613	82		704551				73		663140	3
4	(19) 125773		18		150440				-9331	65041	76068	141109	110.415	PERMANENT SALARIES-URBAN/ RENEWAL	25		205924	7	55484	25		205924				17		147551	4
5	608				650					302	348	650	111.	ALLOWANCE FOR OVERTIME			750		100			750						650	5
6	17658				820					512	308	820	120.	TEMPORARY SALARIES			900		80			900						820	6
7	435				1000					390	610	1000	140.	FEES & OTHER COMPENSATIONS			1500		500			1300						1000	7
8	11022				11716				700	5370	7046	12416	200.	CONTRACTUAL SERVICE			21212		9496			18221						13173	8
9	-				4000					1140	2860	4000	203.	AUTO MILEAGE-EMPLOYEES' CARS			13920		9920			13920						5000	9
10	9000				-				-	-	-	-	269.	PROFESSIONAL SERVICES			-		-			-							10
11	15				-				485	-	485	485	298.	RELOCATION SERVICES			-		-			-							11
12	7064				8120				1580	4594	5106	9700	300.	MATERIALS & SUPPLIES			13730		5610			11500						9400	12
13	7466				7762				3565	9325	1657	10982	400.	EQUIPMENT			40690		32928			35810						4492	13
14	75				-				-	-	-	-	800.	FIXED CHARGES			-		-			-							14
15	(81) 661055		84		767446		4		8353	327390	398064	775454		GROSS REQUEST	107		1003177	23	235731	107		992876				90		845048	15
16																													16
17													417	BUILDING REPAIR															17
18														RECAPITULATION															18
19	(126) 622128		127		670508					324122	346386	670508	110.	PERMANENT SALARIES	182		919643	55	249135	179		905466				155		803204	19
20	291				369					188	181	369	111.	ALLOWANCE FOR OVERTIME			1040		671			1040						369	20
21	277				-					-	-	-	111.999	SPECIAL EVENTS A.I.A.			-		-			-							21
22	6140				7175				-101	4442	2597	7039	112.	ALLOWANCE FOR HOLIDAYS			8451		1276			8451						8451	22
23	1840				-				1935	831	929	1760	113.	EXTENDED WORK WEEK			992		992			992						992	23
24	10951				6500					6005	4564	10569	120.	TEMPORARY SALARIES			20173		13673			20173						6500	24
25	419846		56		447455					219975	226924	446899	130.	WAGES-BUILDING MAINTENANCE	56		454327		6872	56		454327				56		454267	25
26	34115		7		35898					17672	18053	35725	130.001	WAGES-SUPERVISORY	7		36516		618	7		36516				7		36516	26
27	174349		21		182600					92374	90226	182600	130.---	WAGES-TRAFFIC PAINTING	21		196229		13629	21		192533				21		181891	27
28			107											INTERDEPARTMENTAL	107					107						107			28
29	28233				29984				135	14083	17049	31132	200.	CONTRACTUAL SERVICES BUILDING MAINTENANCE			43898		13914			43898						34873	29
30	3455				4315					2195	2120	4315	200.002	CONTRACTUAL SERVICES TRAFFIC PAINTING			4500		185			4500						4315	30
31	1000				-					-	-	-	200.553	TREATMENT OF SEWAGE - HASSLER HEALTH HOME			-		-			-							31
32	499				650					228	422	650	203.	ALLOWANCE FOR USE OF EMPLOYEE'S CARS			618		-32			618						618	32
33	1178873				1240647				1279510	715233	1804618	2519851	213.000	REPAIRS TO PUBLIC BLDGS.			1699010		458363			1699010						1253000	33
34	22795				24771					11708	13063	24771	213.001	INSPECTION MAINTENANCE SERVICE ELEVATORS PUBLIC BLDG.			52357		27586			52357						50657	34
35														BUILDING REPAIR - FORWARD															35

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

751

Department, Board or Commission PUBLIC WORKS — Bureau or Division RECAPITULATION — Appropriation Number 1,411 - 1,431 — Sheet Number 4 of 7 Sheets — Index Number 411-431

Line Number	Actual Expenditures 1959 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 5 and 6 (—) Decrease: Force	Amount	Recommended by Office Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1													412	BUILDING REPAIR-CONTINUED																1
2	270733				334950				344484	64349	196100	560449	223.	REPLACEMENTS & RECONSTRUCTION			644550		409600			644550								2
3	48307				52450				-135	24402	27913	52315	300.	MATERIALS & SUPPLIES BUILDING MAINTENANCE			64892		12442			64838								3
4	50412				54425					30688	23737	54425	300.002	MATERIALS & SUPPLIES TRAFFIC PAINTING			56950		2525			56950								4
5	14187				17171					9345	7787	17132	321.	FUEL OIL			7329		-9842			7329								5
6	1966				5670					4732	320	5052	400.	EQUIPMENT			5492		-178			5492								6
7	34642				-				7000	5224	1165	6389	400.96	OVERHEAD EQUIPMENT -RESERVE			-		-			-								7
8	2925039		318		3015538				1632828	1547796	3084154	4631950		GROSS REQUEST	373		4216967	55	1201429	370		4199040				345				8
9																														9
10																														10
11													419	CENTRAL PERMIT BUREAU																11
12														RECAPITULATION																12
13	(10) 53188		10		57016				-324	28102	28590	56692	110.	PERSONAL SERVICE-PERMANENT	12		66008	2	8992	12		66008				//				13
14	-				405					354	-	354	400.	EQUIPMENT			1190		285			1190								14
15	(10) 53188		10		57421				-324	28456	28590	57046		GROSS REQUEST	12		67198	2	9277	12		67198				//				15
16																														16
17																														17
18													421	ENGINEERING																18
19														RECAPITULATION																19
20	(60) 469431		60		504929				-4793	247083	253053	500136	110.	PERSONAL SERVICES-PERMANENT	73		616048	13	111119	71		601684								20
21	-		191		-					-	-	-		INTERDEPARTMENTAL	204		-	13	-	204		-								21
22	-				-					-	-	-	111.	OVERTIME ALLOWANCE			1113		1113			900								22
23	-				-					-	-	-	112.	HOLIDAY ALLOWANCE			276		276			148								23
24	19894				21354					10650	10013	20663	200.	CONTRACTUAL SERVICES			96867		75513			72387								24
25	4775				6292				403	2072	4623	6695	200.001	CONTRACTUAL SERVICES - PARKING METERS			4862		-1430			4862								25
26	-				-					-	-	-	200.002	CONTRACTUAL SERVICES - INDUSTRIAL WASTES CONTROL			56700		56700			44200								26
27	-				-					-	-	-	203.	AUTO ALLOWANCE-EMPLOYEE'S CARS-RECREATION & PARK DEPT. SERVICES			1230		1230			1230								27
28	-				500					-	500	500	214.	SEWAGE TREATMENT - HASSLER HEALTH HOME			500		-			500								28
29	1488				-					-	-	-	298	CHANNEL STREET WATERWAY - ABATEMENT OF ODOR NUSIANCE			-		-			-								29
30	4559				5055					2626	2656	5282	300.	MATERIALS & SUPPLIES			9606		4551			9209								30
31	-				-					-	-	-	300.002	MATERIALS & SUPPLIES - INDUSTRIAL WASTES CONTROL			1300		1300			1300								31
32	2029				3940					3630	-	3630	400.	EQUIPMENT			40503		36563			32871								32
33	6218				-				2227	-	2227	2227	400.001	EQUIPMENT-PARKING METERS			-		-			-								33
34	-				-					-	-	-	400.002	EQUIPMENT - INDUSTRIAL WASTES CONTROL			6000		6000			6000								34
35														ENGINEERING - FORWARD																35

CONTROLLER'S FORM No. 4258

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

752

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: RECAPITULATION — Appropriation Number: 1.411 - 1.431 — Sheet Number 5 of 7 Sheets — Index Number 411-431

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 (—) Decrease: Force	Amount	(2) BUDGET as Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1														ENGINEERING - CONTINUED								C. A. O.						
2	293				-					-	-	-	400.96	EQUIPMENT - DEPRECIATION RESERVE			-		-			-						
3	65				51					-	78	78	800.	FIXED CHARGES			78		27			78						
4	22087				10000					7400	2600	10000	900.	SPECIAL INSPECTION -RECEIPTS ALLOCATED TO APPROPRIATION			10000		-			10000						
5	(A0) 533481	251			552121				-2163	273461	275750	549211		GROSS REQUEST	277		845083	26	292962	275		785369						
6																												
7																												
8													423	GENERAL OFFICE														
9														RECAPITULATION														
10	(1A) 128286	18			138389				-531	68663	69195	137858	110.	PERSONAL SERVICES-GEN. OFFICE	20		151685	2	13296	19		142067						
11	484				-				75	-	175	175	120.	TEMPORARY SALARIES			500		500			500						
12	36202				40501				75	20526	20334	40860	200.	CONTRACTUAL SERVICES			79449		38948			79099						
13	-				-				3752	-	3752	3752	298.001	SEWAGE TREATMENT REFUNDS-BAKER'S BEACH APARTMENTS			-		-			-						
14	9038				-				-	-	-	-	298.002	REMOVE RIVER BOAT-AQUATIC PARK			-		-			-						
15	-				-				2500	-	2500	2500	298.002	DEMOLITION OF HOUSEBOATS			-		-			-						
16	-				-					-	-	-	298.003	CENTRAL FAMILY RELOCATION SERVICE			2800		2800			2800						
17	6121				5685					2130	3473	5663	300.	MATERIALS AND SUPPLIES			5985		300			5985						
18	196				1550					1543	-	1543	400.	EQUIPMENT			1540		-10			1540						
19	823				1007					759	248	1007	800.	FIXED CHARGES			1055		48			970						
20	181150	18			187132				5871	93681	99677	193358		SUB-TOTAL	20		243014	2	55882	19		232961						
21	793673				406450				2287825	119391	2574884	2694275		IMPROVEMENTS			9361015		8954565			9361015						1464915
22	974823	18			593582				2293696	213072	2674561	2887633		GROSS REQUEST	20		9604029	2	9010447	19		9593976						1652
23																												
24													425	SEWER REPAIR & SEW. TREATMENT SEWAGE PUMP STATIONS DIVN.														
25														RECAPITULATION														
26	(1B) 28302	14			87404				-668	42543	4193	86736	110.	PERMANENT SALARIES	14		88045		641	14		88045						
27	237				300					29	271	300	111.	ALLOWANCE FOR OVERTIME			305		5			305						
28	3803				4115				-68	2631	1391	4022	112.	ALLOWANCE FOR HOLIDAYS			4180		65			4180						
29	2467				2750					1168	1582	2750	120.	TEMPORARY SALARIES			4278		1528			4000.						
30	26299				32575					12608	19967	32575	200.	CONTRACTUAL SERVICES			30790		-1785			30760						
31	898				1181					514	667	1181	203	USE OF EMPLOYEES' CARS			1250		69			1250						
32	2491				2930					1093	1837	2930	300.	MATERIALS & SUPPLIES			3619		689			3529						
33	1438				290					246	-	246	400.	EQUIPMENT			515		225			515						
34	115995	14			111545				-736	60832	69908	130740		GROSS REQUEST	14		132982		1437	14		132584						
35																												

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: RECAPITULATION — Appropriation Number: 1.411 - 1.431 — Sheet Number 6 of 7 Sheets — Index Number 413-431

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec No. — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
													427	SEWER REPAIR & SEWAGE TREATMENT SEWAGE & WASTE TREAT. DIVN.																	
1														RECAPITULATION																1
2	(92) 562834		92		622218				-9593	292366	320259	612625	110.	PERMANENT SALARIES	87		590422	-5	-31796	87		590422								2
3	1033				1225					370	855	1225	111.	ALLOWANCE FOR OVERTIME			2000		775			2000								3
4	16154				17995					11512	6165	17677	112.	ALLOWANCE FOR HOLIDAYS			15251		-2744			15251								4
5	2905				3075					1584	1478	3062	113.	EXTENDED WORK WEEK			3138		63			3138								5
6	-				-					-	-	-	118.	ALLOWANCE FOR MAINTENANCE & REPAIR SHIFTS			9315		9315			-								6
7	22834				24500					9850	14650	24500	120.	TEMPORARY SALARIES			24817		317			24817								7
8	96853		14		105461					53559	51622	105181	130.	WAGES	13		103658	-1	-1803	13		103658								8
9	187161				209852					97672	117291	214963	200.	CONTRACTUAL SERVICES			223424		14572			222058								9
10	387				600					225	375	600	203.	USE OF EMPLOYEES' CARS			600		-			600								10
11	146568				162150					64426	37724	162150	300.	MATERIALS & SUPPLIES			180685		18535			180595								11
12	1295				4460				98	4173	225	4398	400.	EQUIPMENT			34215		29755			22460								12
13	1039025		106		1150536				-9495	535737	610644	1146381		SUB-TOTAL	100		1187525	-6	36989	100		1164999								13
14	-				-				-	-	-	-	223.	REPLACEMENTS & RECONSTRUCTION			1210		1210			1210								14
15	1038025		106		1150536				-9495	535737	610644	1146381		GROSS REQUEST	100		1188735	-6	38199	100		1166209								15
16																														16
17													429.	SEWER REPAIR & SEWAGE TREATMENT SEWER REPAIR DIVISION																17
18	(7) 52810		7		70407				-299	34576	35532	70108	110.	PERMANENT SALARIES	7		72374		1967	7		72374								18
19	2094				2500					347	1553	2500	111.	ALLOWANCE FOR OVERTIME			3569		1069			3400								19
20	506				726				57	585	198	783	112.	ALLOWANCE FOR HOLIDAYS			618		- 108			618								20
21	664770		121		714051					350434	361421	711855	130.	WAGES	123		760330	2	46279	123		760330								21
22	36631				38108					19147	22105	41252	200.	CONTRACTUAL SERVICES			43357		5843			42752								22
23	-				-				6000	1078	4922	6000	200.001	CONTRACTUAL SERVICES			-		-			-								23
24	40966				42590					21552	23548	45100	204.	TRUCK HIRE			47057		4467			47057								24
25	50312				53000					27462	27838	55300	300.	MATERIALS & SUPPLIES			57905		4905			57305								25
26	32035				39300				-98	6780	32180	38960	400.	EQUIPMENT			14703		-24397			14903								26
27	880124		128		960692				5660	462561	509297	971858		GROSS REQUEST	130		1000713	2	40031	130		998739								27
28																														28
29														CONSOLIDATION OF SEWER REPAIR & SEWAGE TREATMENT																29
30	2034144		248		2242263				-4521	1059130	1189849	2248979	425	BUREAU OF SEWER REPAIR AND SEWAGE TREATMENT	244		2322430	-4	79667	244		2297532								30
31																														31
32																														32
33	175438				100000					77288	22712	100000	901.	SIDE SEWERS			100000		-			100000								33
34														RECEIPTS FROM DEPOSITS ALLOCATED TO APPROPRIATION																34
35																														35

CONTROLLER'S FORM No. 4250

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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: RECAPITULATION — Appropriation Number: 1.411-1.431 — Sheet Number 7 of 7 Sheets — Index Number 411-431

Line Number	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1													431	STREET CLEANING														
2														RECAPITULATION														
3	(6) 5.100		5	5A102					.71	28957	9024	58033	110.	PERMANENT SALARIES	7		68004	1	9902	7		68004						60034
4	3005			3A50						1679	1800	3479	111.	ALLOWANCE FOR OVERTIME			4008		1158			3600						
5	1071			1334						948	352	1300	112.	ALLOWANCE FOR HOLIDAYS			1165		-169			1165						
6	2068633	337		2^1017+						1079788	1120887	2200625	130.	WAGES	334		2424323	7	214149	332		2378519						
7	-	25								-	-	-	130.	WAGES AS NEEDED	25		-		-	5		-						
8				1^^^						6114	731	2 ^	130.009	WAGE - GARDENERS	2		13055		602	2		13055						
9				8,727						4071	4035	8,758	200.	CONTRACTUAL SERVICES			100131		15354			98401						
10	6000			-					6000	-	6000	6000	200.001	LITTER - CONTROL PROGRAM			6000		6000			6000						
11	-			-						-	-	-	203.	USE OF EMPLOYEES' CARS			400		400			400						
12	25491			37775					1393	19689	19564	39253	300.	MATERIALS & SUPPLIES			42675		4900			42675						
13	-			-					1000	-	1000	1000	306.	METAL SIGNS & DECALS			1000		1000			1000						
14	67630			81773					-1393	40315	18560	78875	400.	EQUIPMENT			122534		40762			110034						
15	3227525	366		3499237					6929	1238211	1247586	2485797		GROSS AMOUNT	368		2783295	8	294058	366		2722853						262192
16																												
17																												
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EXPLANATION SHEET

411

INDEX NO. 37-- DEPT. PUBLIC WORKS - ACCOUNTS

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	33,129	35,902	40,008	47,251	47,038	51,507	47,.00	43,093	80,019	86,003	95,357	10.,011	111,106	121,226	141,048	149,302	155,105
Number of Employments - Permanent	(23)	(25)	(26)	(27)	(27)	(30)	(30)	(30)	(30)	(22)	(23)	(2.)	(26)	(29)	(29)	(29)	(29)
Number of Employments - Inter-dept.	-	-	-	-	-	-	-	-	-	(7)	(13)	(10)	(10)	(10)	(9)	(7)	(7)
Allowance for Overtime	522	592	222	306	375	374	297	291	250	250	300	295	286	771	780	821	722
Holiday Pay	-	-	317	210	285	280	242	198	256	289	300	.0.	295	638	586	764	870
Temporary Salaries	-	83	175	140	119	120	173	110	181	109	177	-	173	-	-	-	-
Maintenance & Repair - Automotive Equipment	605	577	563	1,107	1,094	1,236	875	893	1,002	882	704	626	771	1,162	198	747	651
Other Contractual Services	-	-	-	-	-	-	-	-	-	-	-	-	-	6,905	14,649	16,965	20,042
Fuels, Illuminants & Lubricants	503	687	510	505	682	799	807	637	746	742	766	673	651	673	488	448	481
Other Materials & Supplies	156	149	139	132	197	192	137	114	100	136	63	109	68	2,581	2,984	4,663	4,020
Equipment	-	454	-	1,103	1,519	657	1,129	-	-	-	1,303	-	607	3,636	3,299	786	-
Services of Other Departments	-	-	-	-	-	-	-	-	1,026	3,280	3,580	3,615	4,103	4,409	4,665	4,471	4,353
TOTAL	34,915	39,244	41,964	51,054	51,369	55,156	51,260	45,336	84,412	91,691	102,650	106,372	113,160	142,001	168,697	178,927	189,548

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ACCOUNTS — Appropriation Number: 1.411 — Sheet Number 1 of 5 Sheets — Index Number 411

Line Number	FISCAL YEAR 1960-1961: Actual Expenditures (Dollars Only)	BUDGET: Item No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable Last 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Amount	Recommended by Office, Board Commission or Department: Number of Employees C	Recommended by Office, Board Commission or Department: Rate A	Recommended by Office, Board Commission or Department: Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														RECAPITULATION															
2	(29) 155405		29		122716				-4855	82550	85311	167861	110.000	PERMANENT SALARIES	30		127691	1	4975	30		127691	30		182,309				
3	-		2		-					-	-	-		INTERDEPARTMENTAL	9		-	2		9			9						
4	720				900					112	788	900	111.000	ALLOWANCE FOR OVERTIME			1470		570			1470			900				
5	870				1000				-3	731	245	976	112.000	ALLOWANCE FOR HOLIDAYS			1050		50			1050			1,050				
6	-				-				2888	1325	1563	2888	119.000	TEMPORARY SALARIES-RECLASSIFICATIONS			-					-			-				
7	20639				21124					10318	10756	21074	200.000	CONTRACTUAL SERVICES			22284		1160			21899			21,099				
8	4501				3600				-32	1905	1663	3568	300.000	MATERIALS & SUPPLIES			3565		-35			3565			3,565				
9	-				1081				32	974	-	974	400.000	EQUIPMENT			800		-281			800			800				
10	4353				4917					2452	2465	4917	900.000	SERVICES OF OTHER DEPARTMENTS			5141		224			5141			5,141				
11	-				-					-	-	-	948.000	PETTY CASH REVOLVING FUND			1000		1000			1000			1,000				
12	189548		36		205338				-1970	100367	102791	203158		GROSS REQUEST	39		213001	3	7663	39		212616	39		215,864				
13	657				800					308	442	750		TRANSFER TO PURCHASER - CONTRACTUAL			750		-50			750			750				
14	481				500					220	280	500		TRANSFER TO PURCHASER - MATERIALS & SUPPLIES			500		-			500			500				
15	-				1081				32	974	-	974		TRANSFER TO PURCHASER - EQUIPMENT			800		-281			800			800				
16	4353				4917					2452	2465	4917		TRANSFER TO PURCHASER - SERVICES OF OTHER DEPARTMENTS			5141		224			5141			5,141				
17	5491				7298				32	3954	3187	7141		TOTAL-TRANSFERS TO PURCHASER			7191		-107			7191			7,191				
18	184057		36		198040				-2002	96413	99604	196017		NET REQUEST	39		205810	3	7770	39		205425	39		208,673				
19																													
20																													
21																													
22														RECEIPTS BY TRANSFERS															
23	16920				18012					9240	8772	18012		FROM 1.681.900.000 TO 1.411.110.000			18012					18012			18,012				
24	108				108					57	51	108		FROM 1.681.900.000 TO 1.411.112.000			115		7			115			115				
25	4500				5000					2458	2542	5000		FROM 1.683.200.000 TO 1.411.110.000			5000					5000			5,000				
26	17500				19169					9297	9282	18579		FROM 1.684.260.000 TO 1.411.110.000			18846		-323			18846			18,846				
27	4544				4980					2494	2465	4959		FROM 1.686.900.000 TO 1.411.110.000			4980					4980			4,980				
28	116				108					54	54	108		FROM 1.686.900.000 TO 1.411.112.000			87		-21			87			87				
29	-				-					-	-	-		FROM 1.651.900.000 TO 1.411.110.000			5232		5232			5232			5,232				
30	43688				47272					23600	23166	46766		TOTAL RECEIPTS BY TRANSFERS			52272		4895			52272			52,272				
31																													
32																													
33																													
34																													
35																													

CONTROLLER'S FORM No. 4190

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

757

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ACCOUNTS — Appropriation Number: 1.411 — Sheet Number 2 of 5 Sheets — Index Number 411

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	BUDGET Number of Employees	BUDGET Rate	BUDGET Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Amount	Recommended by Office, Board, Commission or Department Number of Employees	Recommended by Office, Board, Commission or Department Rate C.A.O.	Recommended by Office, Board, Commission or Department Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Reference Index	Line Number
1	No. of Emps. 1959-60					To Comp. Reserve			-1967				110.000	PERMANENT SALARIES																1
2	-		-	-	-					-	-	-	B2	Account Clerk	1	358 436	5232	1	5232	1	358 436	5232	1	358 436	5,232				A	2
3	3	1.1	3	447 543	19373								B4	Accountant I	3	447 543	19548		175	3	447 543	19548	3	458 556	19,119				B	3
4	2	1.2	2	530 644	15456								B6	Accountant II	2	530 644	14852		-604	2	530 644	14852	2	543 660	15,224				C	4
5	1	1.3	1	613 745	8555								B10	Accountant III	1	613 745	8940		385	1	613 745	8940	1	644 782	9,384				B	5
6	1	2	1	693 842	10104								B36	Chief Clerk Dept. of Public Works	1	693 842	10104		-	1	693 842	10104	1	710 862	10,344					6
7	5	3	5	341 415	24900								B222	General Clerk	5	341 415	24900		-	5	341 415	24900	5	358 436	26,160					7
8	1	3.1	1	K415	4980								B222	General Clerk	1	K415	4980		-	1	K415	4980	1	K436	5,232					8
9	1	4	1	425 518	6016								B228	Senior Clerk	1	425 518	6216		200	1	425 518	6216	1	436 530	5,364				B	9
10	2	4.1	2	518 628	15072								B234	Head Clerk	2	518 628	15072		-	2	518 628	15072	2	530 644	15,456					10
11	2	4.1.1	2	333 405	9560								B309	Key Punch Operator IBM	2	333 405	9179		-381	2	333 405	9179	2	341 415	9,402				C	11
12	2	4.1.2	2	358 436	9896								B310	Tabulating Machine Operator IBM	2	358 436	10132		236	2	358 436	10132	2	376 458	10,644				B	12
13	1	4.2	1	676 821	9852								B310.4	Supervisor, Tabultng. Div.	1	676 821	9852		-	1	676 821	9852	1	693 842	10,104					13
14	4	5	4	350 425	19032	8.31.60 Trf.#310 9.19.60 Trf.#432			-1705 -1183				B408	General Clerk Stenographer	4	350 425	18764		-268	4	350 425	18764	4	367 447	19,716				C	14
15	4	7	4	341 415	19920								B512	General Clerk-Typist	4	341 415	19920		-	4	341 415	19920	4	358 436	20,928					15
16																														16
17	(29) 158405		29		172716				-4855	82550	85311	162861		Total Permanent Salaries	30		177691	1	4975	30		177691	30		182,309					17
18																														18
19	720				900					112	788	900	111.000	Allowance for Overtime			1470		570			1420			900				D	19
20																														20
21	870				1000	To Reserve Balance			- 3	731	245	976	112.000	Allowance for Holidays			1050		50			1050			1,050				E	21
22																														22
23																														23
24	-				-	8.31.60 Trf.#310 9.19.60 Trf.#432			1705 1183	1325	1563	2888	119.000	Temporary Salaries-Reclasfctn.			-		-			-			-					24
25																														25
26																														26
27																														27
28																														28
29																														29
30																														30
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33																														33
34																														34
35																														35

A 1 POSITION OF B2 ACCOUNT CLERK TRANSFERRED FROM RECREATION-PARK DEPARTMENT IN ACCORDANCE WITH CHARTER AMENDMENT, PROPOSITION "F", NOV.8, 1960.

B ANNUAL SALARY INCREMENT

C NEW EMPLOYEE AT LOWER RATE.

D OVERTIME

OVERTIME ALLOWANCE NECESSARY FOR PREPARATION AND TYPING OF ANNUAL BUDGET REQUESTS IN ORDER TO MEET DEADLINE OF FEBRUARY 1ST., AND PREPARATION OF PAYROLLS AND WORK ORDER JOB COSTINGS TO MEET DEADLINES AS ESTABLISHED IN CASES WHERE REGULAR EMPLOYEES ARE ON VACATION OR SICK LEAVE.

ESTIMATED REQUIREMENTS FOR PREPARATION AND TYPING ANNUAL BUDGET:

HEAD CLERK	32 HRS.	@ 5.44	- $174.08	
ACCOUNTANT I	36 HRS.	@ 4.70	- 169.20	
ACCOUNTANT II	36 HRS.	@ 5.57	- 200.52	
GENERAL CLERK-TYPIST	96 HRS.	@ 3.59	- 344.64	
	200 HRS.			$888.44

ACTUAL OVERTIME WORKED DURING 1959 - 60:
245 HOURS - $1,013.39

ESTIMATED REQUIREMENTS FOR PAYROLL DEADLINES AND JOB COSTINGS:

HEAD CLERK	48 HRS.	@ 5.44	$261.12	
GENERAL CLERK	48 HRS.	@ 3.59	172.32	
TAB.MACH.OPERATOR	24 HRS.	@ 3.77	90.48	
	120 HRS.			$523.92

ACTUAL OVERTIME WORKED DURING 1959 - 60
98 HOURS - $ 359.97

REQUESTED BY BUREAU OF SEWER REPAIR FOR EMERGENCY WORK DURING STORMY WEATHER:

1 - GENERAL CLERK 16 HRS. @ 3.59 $ 57.44

ACTUAL OVERTIME WORKED DURING 1959 - 60:
6 HOURS - $ 20.28

ACTUAL OVERTIME WORKED DURING 1959 - 60:
6 HOURS - $ 20.28

TOTAL REQUIRED	$1,469.80

TOTAL AMOUNT PAID FOR OVERTIME DURING 1959-60:

FROM BUDGET APPROPRIATION	$ 720.37
FROM INTERDEPARTMENTAL	673.17
	$ 1,393.54

E HOLIDAY PAY

FOR EMPLOYEES OF THE BUREAU OF ACCOUNTS REQUIRED TO WORK HOLIDAYS (3), NOT RECOGNIZED BY PER DIEM MEN.

NUMBER OF EMPLOYEES	CLASSIFICATION	RATE	NUMBER OF HOLIDAYS	AMOUNT
2	TAB.MACHINE OPERATORS	$ 30.19	3	$ 181.14
4	GENERAL CLERKS	28.74	3	344.88
2	HEAD CLERKS	43.49	3	260.94
2	GEN.CLERK TYPISTS	28.74	3	172.44
1	GEN.CLERK-STENO.	29.43	3	88.29
				$1,047.69

HOLIDAYS 1961-62

OCT. 12, 1961 -	COLUMBUS DAY	
FEB. 12, 1962	LINCOLN'S BIRTHDAY	
JUNE 5, 1962	ELECTION DAY	

TOTAL AMOUNT PAID FOR HOLIDAYS DURING 1959-60:

BUDGET APPRN.	$ 870.32
INTERDEPARTMENTAL	79.98
	$ 950.30

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

759

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ACCOUNTS — Appropriation Number: 1.411 — Sheet Number 3 of 5 Sheets — Index Number 411

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 41.01 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1	No. of Employees 1959-1960																													1
2																														2
3																														3
4																														4
5																														5
6																														6
7																														7
8																														8
9																														9
10																														10
11														INTERDEPARTMENTAL																11
12	(2)	8	2	447 543	-								B4	Accountant I	2	447 543	-			2	447 543	-	2	458 550						12
13													B6	Accountant II	1	530 644		1		1	530 644	-	1	543 660					A	13
14	(2)	9	3	341 415	-								B222	General Clerk	3	341 415	-			3	341 415	-	3	358 436						14
15	(2)	10	2	341 415	-								B512	General Clerk-Typist	3	341 415	-	1		3	341 415		3	358 436					A	15
16	(7)		7		-									TOTAL INTERDEPARTMENTAL	9		-	2		9		-	9							16
17																														17
18																														18
19																														19
20																														20
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32																														32
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34																														34
35																														35

BUDGET ESTIMATE INDEX NO. 1.411 OPPOSITE SHEET NO. 3 EXPLANATION SHEET 760

A INTERDEPARTMENTAL

1 - POSITION OF B6 ACCOUNTANT II, AND

1 - POSITION OF B512 GENERAL CLERK-TYPIST TRANSFERRED FROM THE RECREATION-PARK DEPARTMENT IN ACCORDANCE WITH CHARTER AMENDMENT, PROPOSITION "F", NOVEMBER 8, 1960.

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

761

Department Board or Commission PUBLIC WORKS — Bureau or Division ACCOUNTS — Appropriation Number 1.411 — Sheet Number 4 of 5 Sheets — Index Number 411

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Salary Ord. Sec. No. Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 5 and 6 (-) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only) C. A. O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1													200.000	CONTRACTUAL SERVICES																1
2	12				50					-	50	50	216	Tire Recapping			25		-25			25			25				A	2
3	657				800					308	442	750	216	Repairs to Auto Equipment	P/S		750		-50			250			750				B	3
4	506				750					248	502	750	218	Repairs to Office Equipment			1985		1235			1600			800				C	4
5	19524				19524					9762	9762	19524	241	Rental of Equipment -I.B.M.			19524		-			19524			19,524				D	5
6	20699				21124					10318	10756	21074		TOTAL-CONTRACTUAL SERVICE			22284		1160			21899			21,099					6
7	657				800					308	442	750		Transfer to Purchaser			750		-50			750			750					7
8	20042				20324					10010	10314	20324		NET CONTRACTUAL SERVICES			21534		1210			21149			20,349					8
9																														9
10																														10
11																														11
12																														12
13	-				-					-		-	248.000	DEPT. OF PUBLIC WORKS PETTY CASH REVOLVING FUND			1000		1000			1000.			1,000				E	13
14																						-								14
15																														15
16																														16
17																														17
18													100.000	MATERIALS AND SUPPLIES																18
19	108				100					44	56	100	301	Tires and Tubes			65		-35			65			65				E	19
20	481				500					220	280	500	321	Gasoline and Oil P/S			500		-			500			500				G	20
21	3912				3000	9-23-60 TRF# 413			-32	1641	1327	2968	371	Stationery & Printed Forms			3000.		-			3000.			3,000				H	21
22	4501				3600				-32	1905	1663	3568		TOTAL MATERIALS AND SUPPLIES			3565		-35			3565			3,565					22
23	481				500					220	280	500		Transfer to Purchaser			500		-			500			500					23
24	4020				3100				-32	1685	1383	3068		NET MATERIALS AND SUPPLIES			3065		-35			3065			3,065					24
25																														25
26																														26
27																														27
28																														28
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33																														33
34																														34
35																														35

A

TIRE RECAPPING

TO PROVIDE FOR REPAIRS TO TIRES AND TUBES - 3 AUTOS - FOR FISCAL YEAR 1961 - 62

RECAPPING AS RECOMMENDED BY PURCHASER OF SUPPLIES:

2- 7.50 x 14 TIRES @ 5.73 -	$ 11.46
2- 6.70 x 15 TIRES @ 5.73 -	11.46
	$ 22.92
10% FOR ANTICIPATED INCREASE	2.29
	$ 25.21

B

REPAIRS - AUTOMOTIVE EQUIPMENT

REPAIRS TO 3 AUTOMOBILES ASSIGNED TO BUREAU OF ACCOUNTS.

NUMBER OF VEHICLES	ESTIMATED NO. OF MILES 1961-62	*FACTOR	AMOUNT
3	32,000	.0206	$659.20
PLUS INCREASE IN WAGES FOR MECHANICS - 11 3/10% (FROM JULY 1, 1959 TO JUNE 30, 1961)			74.48
			$733.68

*FACTOR DETERMINED BY MILES DRIVEN - 31,840 MILES, AND REPAIR EXPENSE - $657.00 FOR FISCAL YEAR 1959-60.

MAINTENANCE AND REPAIR OF OFFICE EQUIPMENT

MAINTENANCE, SERVICING AND OVERHAULING OF OFFICE EQUIPMENT IN CONFORMITY WITH SERVICE AGREEMENTS ARRANGED BY THE PURCHASER OF SUPPLIES:

MAINTENANCE CONTRACTS

27 ADDING MACHINES	$ 730.00	
13 CALCULATING MACHINES	610.00	
3 TIME RECORDING CLOCKS	64.00	
2 I. B. M. ELECTRIC TYPEWRITERS	81.00	
		$1,485.00

TYPEWRITER REPAIRS AND OVERHAULING (NO CONTRACT)

16 TYPEWRITERS 5 NUMBERING MACHINES	500.00
	$1,985.00

DURING THE FISCAL YEAR 1959-60, THE SUM OF $1,411.71 WAS EXPENDED FOR MAINTENANCE AND REPAIRS OF OFFICE EQUIPMENT. OF THIS AMOUNT, $729.12 WAS PAID FROM INTERDEPARTMENTAL OVERHEAD RESERVE ACCOUNT.

D

RENTAL OF EQUIPMENT - IBM

FOR RENTAL OF THE FOLLOWING IBM ACCOUNTING MACHINES DURING THE FISCAL YEAR 1961-62:

2 - 024 KEY PUNCHES	$ 960.00
1 - 056 VERIFIER	540.00
1 - 077 COLLATOR	1,200.00
2 - 082 ELECTRONIC SORTERS	1,344.00
1 - 407 ALPHA.ACCOUNTING MACHINE	10,020.00
1 - 519 DOCUMENT ORIGINATING MACHINE	1,440.00
1 - 552 ALPHABETICAL INTERPRETER	1,080.00
1 - 602A CALCULATING MACHINE	2,940.00
	$19,524.00

E

PETTY CASH REVOLVING FUND - ADDITIONAL $1,000.00

DUE TO AN INCREASE IN VOLUME, THE CASH MUST NOW TURN OVER MORE THAN SIXTEEN TIMES A YEAR, ALLOWING ONLY A MINIMUM OF REVOLVING FUND ORDERS WHICH HAVE BEEN LIMITED TO $10.00 PER ORDER BY THE DEPARTMENT.

FREQUENTLY THERE IS A DELAY IN THE DISTRIBUTION OF CHECKS, WHICH MUST BE HELD UNTIL REIMBURSEMENT CHECKS FOR PREVIOUS EXPENDITURES ARE RECEIVED AND DEPOSITED.

CONSIDERABLE TIME IS WASTED ORGANIZING REVOLVING FUND VOUCHERS IN SUCH A WAY THAT MAXIMUM USE IS MADE OF AVAILABLE CASH WITHOUT OVERDRAWING THE BANK ACCOUNT. AN INCREASE IN THE AMOUNT OF THE FUND WOULD PERMIT PAYMENT OF ORDERS TO $15.00.

THE PRESENT PETTY CASH REVOLVING FUND AMOUNTS TO $1,500.00. THIS FUND IS USED FOR THE CASH PAYMENT OF PURCHASES OF MATERIALS AND SUPPLIES WHICH DO NOT EXCEED THE SUM OF $10.00 PER ORDER, AND FOR THE PAYMENT OF AUTO MILEAGE, CARFARE AND TELEPHONE EXPENSES FOR EMPLOYEES OF THE DEPARTMENT.

F

TIRES AND TUBES

NEW TIRES AND TUBES REQUIRED FOR THREE AUTOMOBILES:

NEW TIRES AND TUBES AS RECOMMENDED BY PURCHASER:

2 - 6.70 x 15 TIRES (TUBE TYPE) @	13.00	$ 26.00
2 - 6.70 x 15 TUBES	1.57	3.14
2 - 7.50 x 14 TIRES (TUBELESS)	14.49	28.98
		$ 58.12
10% FOR ANTICIPATED INCREASE		5.81
		$ 63.93

G

GASOLINE AND OIL

GASOLINE AND OIL FOR THREE AUTOMOBILES:

NUMBER OF VEHICLES	ESTIMATED NO. OF MILES 1961-62	*FACTOR	AMOUNT
3	32,000	.0151	$483.20

*FACTOR DETERMINED BY MILES DRIVEN - 31,840 MILES AND GASOLINE AND OIL EXPENSE $ 481.00 - DURING FISCAL YEAR 1959-60

H

OFFICE STATIONERY AND PRINTED FORMS

STATIONERY AND OFFICE SUPPLIES REQUIRED DURING THE FISCAL YEAR 1961-62.

REQUIRED TO CONTINUE VARIOUS ACCOUNTING RECORDS AND COST REPORTS:

I. B. M. CARDS	$1,000.00
PAPER AND SUPPLIES FOR I. B. M. REPORTS, STATEMENTS, ETC. RIBBONS AND MISCELLANEOUS SUPPLIES	1,400.00
MISCELLANEOUS PRINTED FORMS AND OFFICE STATIONERY	600.00
	$3,000.00

CONTROLLER'S FORM No. 4310

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

764

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ACCOUNTS — Appropriation Number: 1.411 — Sheet Number 5 of 5 Sheets — Index Number 411

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Budget Ord. Sec. No. Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Difference
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	-				1081				32	974	-	974	400.000	EQUIPMENT			-		-1081			-							
2														REPLACEMENT															
3													412	1-10 Key Adding Machine			350		350			350			350				A
4													412	1-17" Electric Typewriter			450		450			450			450				B
5	-				1081				32	974	-	974		TOTAL EQUIPMENT			800		-281			800			800				
6	-				1081				32	974	-	974		Transfer to Purchaser			800		-281			800			800				
7														NET EQUIPMENT			--		--			--			--				
8																													
9																													
10																													
11																													
12																													
13																													
14																													
15																													
16																													
17																													
18																													
19																													
20																													
21																													
22																													
23																													
24																													
25													900.000	SERVICES OF OTHER DEPTS															
26	4353				4917					2452	2465	4917		Purchaser of Supplies - Storekeeper			5141		224			5141			5,141			5262	C
27	4353				4917					2452	465	4917		Transfer to Purchaser			5141		224			5141			5,141			5262	
28	-				-					-	-	-		NET RESULT			-		-			-			-				
29																													
30																													
31																													
32																													
33																													
34																													

BUDGET ESTIMATE INDEX NO. 1.411 OPPOSITE SHEET NO. 5 EXPLANATION SHEET 765

BUREAU OF ACCOUNTS - EQUIPMENT, CURRENT YEAR.

FISCAL YEAR 1960-61 O. E.	DESCRIPTION	BUDGET ALLOWANCE	MODIFICATION	ACTUAL EXPENDITURES		PROBABLE EXPENDITURES
	NEW					
412	2-IBM CONTROL PANELS	$ 66.		54.	54.	54.
	REPLACEMENTS					
412	1-IBM STORAGE CABINET-PANELS	215. 9.23.60 Trf.#413	32.	247.		247.
412	1-13" Elec.Typewriter	450.		402.		402.
412	1-10-Key Adding Mach.	350.		271.	920.	271.
		$1081.	32.		974.	974.

RECAPITULATION - EQUIPMENT

PRIORITY	ITEM	NEW	REPLACEMENT	TOTAL
1	1 - 10 KEY ADDING MACHINE	-	$ 350	$ 350
2	1 - ELECTRIC TYPEWRITER	-	450	450
			$ 800	$ 800

A EQUIPMENT - REPLACEMENT 1 - 10 KEY ADDING MACHINE

TO REPLACE WORN - OUT ADDING MACHINE, BURROUGHS, SERIAL NO. 9A139590 - PURCHASED 1936. INVENTORY NUMBER 37 - 228 - ESTIMATED COST $360 LESS TRADE IN VALUE $10

B EQUIPMENT - REPLACEMENT 1- ELECTRIC TYPEWRITER

1 - ELECTRIC TYPEWRITER - 17 INCH -
TO REPLACE WORN-OUT UNDERWOOD TYPEWRITER, SERIAL NUMBER M5035070-11 - PURCHASED IN 1939. INVENTORY NUMBER 37 - 275

THIS ELECTRIC TYPEWRITER WILL REPLACE A MANUAL TYPEWRITER NOW BEING USED BY A STENOGRAPHER WHO TYPES REPORTS AND FORMS. THESE DOCUMENTS HAVE FROM 8 TO 10 COPIES AND REQUIRE 2 RUNS- ESTIMATED COST $460 LESS TRADE IN VALUE $10

C SERVICES OF OTHER DEPARTMENTS

FOR SERVICES OF A STOREKEEPER FROM THE PURCHASER OF SUPPLIES FOR STOREROOM AT MAINTENANCE YARD, 2323 ARMY STREET.

SALARY	10 MONTHS @ $ 415.00 2 MONTHS @ $ 436.00			$ 5,022.00
HOLIDAY PAY	3 DAYS 1 @ 2 @	$ 30.19 28.74	- $ 30.19 57.48	
			$ 87.67	88.00
OVERTIME - JUNE 30, 1962 - 1 DAY @ $ 30.19 (TAKING INVENTOLY OF STORES)				31.00
				$ 5,141.00

INDEX NO. 413 - DEPT. PUBLIC WORKS - ARCHITECTURE

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	13,986	12,413	11,917	13,583	20,103	27,288	30,779	30,079	35,018	37,030	36,070	40,531	285,549	382,981	409,291	448,938	477,228
Number of Employments - Permanent	(4)	(4)	(4)	(5)	(6)	(6)	(6)	(6)	(6)	(6)	(7)	(6)	(6)	(6)	(8)	(54)	(54)
Number of Employments - Interdepartmental	(6)	(6)	(7)	(14)	(14)	(13)	(14)	(13)	(13)	(12)	(13)	(13)	(50)	(51)	(53)	(8)	(8)
Allowance for Overtime	-	-	-	-	-	-	-	-	-	-	-	-	1,232	713	292	589	668
Allowance for Holidays	-	-	-	-	-	-	-	-	-	-	-	-	1,360	1,825	1,515	3,008	3,218
Temporary Salaries	-	-	-	-	-	-	-	-	-	-	-	-	18,273	28,618	24,509	27,514	26,749
Maintenance & Repair - Structures & Buildings	-	-	-	-	-	-	-	44,246	-	-	-	-	-	-	-	-	-
Maintenance & Repair - Automotive Equipment	199	199	197	363	384	384	381	269	174	226	109	145	194	700	288	577	809
Other Contractual Services	-	-	-	-	-	-	-	-	-	-	-	-	10,559	3,428	4,351	8,923	4,559
Fuels, Illuminants & Lubricants	113	109	93	100	141	162	120	167	221	205	168	187	187	381	603	594	502
Other Materials and Supplies	60	25	69	96	2	34	23	18	39	12	6	-	5,519	3,540	4,675	4,196	3,893
Equipment	-	-	-	-	-	-	2,012	1,549	-	-	135	383	213	3,113	3,893	89	3,027
Improvements	-	-	-	-	65,955	44,864	80,152	383,183	223,759	17,086	62,550	4,796	-	-	-	-	-
Fixed Charges	-	-	-	-	-	-	-	-	-	-	-	-	1,783	1,966	1,981	2,000	2,000
TOTAL	14,358	12,746	12,276	14,142	66,585	72,732	113,467	459,511	259,211	54,559	99,038	46,042	324,869	427,265	451,398	496,428	522,653

CONTROLLER'S FORM No. 4130

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

768

Department Board or Comm. 44.50 PUBLIC WORKS — Bureau or Division ARCHITECTURE — Appropriation Number 1,413 — Sheet Number 1 of 11 Sheets — Index Number 413

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	(1) Recommended by Office, Board Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) Q.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														RECAPITULATION															
2	((2) 427328		62		540137					256664	283473	540137	110	PERMANENT SALARIES	9		79236	-53	-460901	9		79236	8		75,432				
3	-		-		-					-	-	-	-	INTERDEPARTMENTAL	54		-	54	-	54		-	54						
4	668				750					295	455	750	111	ALLOWANCE FOR OVERTIME			250		-500			250			200				
5	3218				2650				230	3404	1456	4860	112	ALLOWANCE FOR HOLIDAYS			-		-2650			-			-				
6	26719				30420					28368	12106	40474	120	TEMPORARY SALARIES			-		-30420			-			-				
7	4439				7505					2441	4855	7296	200	CONTRACTUAL SERVICES			2320		-5185			2170			2,020				
8	330				1300					(F1	613	1300	203	AUTO MILEAGE EMPLOYEE'S CARS			300		-1000			300			300				
9	4395				4600					2564	1936	4500	300	MATERIAL & SUPPLIES			1214		-3386			1214			1,214				
10	3022				2617					2316	-	2316	400	EQUIPMENT			2646		29			2646			2,053				
11	2000				2000					1000	1000	2000	800	FIXED CHARGES			-		-2000			-			-				
12	522653		62		591379				930	297703	305330	603033		GROSS BUDGET	63		85966	1	-506013	63		85816	62		81,219				
13	106446				144805				-7270	74916	73870	148786		LESS INTERDEPARTMENTAL			-		-144805			-			-				
14	416307		62		446774				8260	222787	231060	454847		TOTAL	63		85966	1	-361208	63		85816	62		81,219				
15														TRANSFERS TO PURCHASER															
16	928				1200					401	749	1150	200	CONTRACTUAL			1524		234			1474			1,340				
17	503				200					293	307	600	300	MATERIALS & SUPPLIES			609		-91			609			609				
18	3022				2617					2316	-	2316	400	EQUIPMENT			2646		29			2646			2,053				
19	4503				4017					1010	1056	4066		TOTAL TRANSFERS TO PURCHASER			4779		172			4729			4,002				
20	411700		62		442757				8260	219777	231004	450781		NET REQUEST	63		81187	1	-361380	63		81087	62		77,217				
21														SOURCE OF FUNDS															
22	31220				3[illegible]				3630	12294	31339	32633	417 423	GENERAL FUNDS PROJECTS			-		-89010			-			-				
23	5348		-							-	-	-	809	1948 SCHOOL BOND FUND			-		-			-			-				
24	4882				16126				120	2130	14184	16313	811	1952 FIREHOUSE BOND FUND			-		-16136			-			-				
25	4503		-							-	-	-	813	1954 LAGUNA HONDA HOME BOND FUND			-		-			-			-				
26	45643				43350				-17329	15383	35627	51010	814	1954 SAN FRANCISCO HOSPITAL BOND FUND			-		-68350			-			-				
27	4616		-						2900	1500	1400	2900	815	1954 EXHIBIT HALL BOND FUND			-		-			-			-				
28	57006				54450				14882	24201	44279	68480	818	1954 HALL OF JUSTICE BOND FUND			-		-54802			-			-				
29	135329				94843				6813	21134	73321	95455	819	1956 CHILD BOND FUND			-		-88643			-			-				
30	2036				25964				-14545	183	9232	11415	820	1958 REDEVELOPMENT & PARK BOND FUND			-		-25964			-			-				
31	133				24776				11277	1883	22893	24776	821	1957 CIVIC AUDITORIUM BOND FUND			-		-24776			-			-				
32	106446				144805				-7270	74916	73870	148786		INTERDEPARTMENTAL	54		-	54	-144805	54		-	54		-				
33	416307		62		591379				930	297703	305330	603033		TOTAL OTHER FUNDS	-		-	-54	-512546	54		-	54		-				
34	311441		4		23441				-	4000	3842	7842		FROM TAX RATE	9		85966	1	6533	9		85816	8		81,219				
35	416307		62		591379				930	297703	305330	603033		TOTAL BUDGET	63		85966	1	-506013	63		85816	62		81,219				

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

769

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ARCHITECTURE — Appropriation Number: 1,413 — Sheet Number 2 of 11 sheets — Index Number 413

Line Number	Actual Expenditures 1959-1960 (Do not Carry Out Cents)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. 52 & 52.1 — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1	NO. OF EMPLOYEES 1959-60												110.000	PERMANENT SALARIES																1
2	17	1	17	628 764	151311								A106	Building Inspector	-	-	-	-17	-151311	-	-	-							A	2
3	2	2	2	693 842	20208								A110	Supervising Const. Inspector	-	-	-	-2	-20208	-	-	-							A	3
4	1	3	1	268 325	3900								B210	Office Assistant	1	268 325	3900	-	-	1	268 325	3900	1	281 341	4,092					4
5	1	3.11	1	341 415	4626								B222	General Clerk	-	-	-	-1	-4626	-	-	-							A	5
6	1	4	1	425 518	6216								B228	Senior Clerk	1	425 518	6216	-	-	1	425 518	6216	1	436 530	6,360					6
7	4	5	4	350 425	12582								B408	General Clerk-Stenographer	1	350 425	5100	-3	-14482	1	350 425	5100	1	367 447	5,364				A	7
8	-	-	-	-	-								B408	General Clerk-Stenographer - New	1	350 425	5100	1	5100	1	350 425	5100	0		0				B	8
9	4	6	4	341 415	18628								B512	General Clerk-Typist	1	341 415	4980	-3	-13644	1	341 415	4980	1	358 436	5,232				A	9
10	1	7	1	385 469	5628								F100	Junior Draftsman	-	-	-	-1	-5628	-	-	-							A	10
11	10	8	10	821 997	118665								F108	Architect	1	821 997	11364	-9	-106701	1	821 997	11364	1	821 997	11,964				A	11
12	1	9	1	1022 1242	14904								F111	Assistant City Architect	1	1022 1242	14904	-	-	1	1022 1242	14904	1	1022 1242	14,904					12
13	1	10	1	1212 1474	17688								F112	City Architect	1	1212 1474	17688	-	-	1	1212 1474	17688	1	1242 1511	18,132					13
14	9	11	9	530 644	65638								F120	Architectural Draftsman	-	-	-	-1	-5638	-	-	-							A	14
15	10	12	10	644 782	93143								F122	Sr. Architectural Draftsman	1	644 782	9384	-2	-18752	1	644 782	9384	1	644 782	9,384				A	15
16	(63) 477228		62		540137					256664	283473	540137		TOTAL PERMANENT SALARIES	9		79236	-53	+460901	9		79236	8		75,432					16
17	88832		-		131981				-7270	52818	71893	124711		LESS INTERDEPARTMENTAL	-		-		+131981			-								17
18	(62) 388396		62		408156				7270	203846	211580	415426		NET PERMANENT SALARIES	9		79236	-53	+328920	9		79236	8		75,432					18
19						Trf.#203,8/5/60			200)					SOURCE OF FUNDS:																19
20	63320				80268	SJV#317,9/15/60 Trf.#404,9/23/60			-100) 70)	53316	27122	86438	417 423	GENERAL FUND PROJECTS			-		-80268			-								20
21	5232				-	Trf.#405,9/23/60			6000) -	-	-	-	809	1948 SCHOOL BOND FUND			-		-			-								21
22	1354				14619				-	2001	12618	14619	811	1952 FIREHOUSE BOND FUND			-		-14619			-								22
23	4393				-				-	-	-	-	813	1954 LAGUNA HONDA HOME BOND FUND			-		-			-								23
24	44111				62086	SJV#440,8/26/60			-14585	14470	33031	47501	814	1954 SAN FRANCISCO HOSPITAL BOND FUND			-		-62086			-								24
25	53816				49882	SJV#607,9/19/60			13807	22161	41528	63689	818	1956 HALL OF JUSTICE BOND FUND			-		-49882			-								25
26	9312				-	SJV#317,9/15/60 SJV#830,10/14/60			100) 1000)	1500	1400	2900	815	1954 EXHIBIT HALL BOND FUND			-		-			-								26
27	121076				80984	SJV#1565,12/12/60			1800) -	61918	19066	80984	819	1956 SCHOOL BOND FUND			-		-80984			-								27
28	1982				23561	SJV#440,8/26/60 SJV#607,9/19/60			14585 -27614	1910	8622	10532	820	1958 REC. & PARK BONDS (STEINHART AQUARIUM)			-		-23561			-								28
29	3631				22620	SJV#607,9/19/60 SJV#1565,12/12/60			13807 -1800	3727	30900	34627	821	1959 CIVIC AUDITORIUM BOND FUND			-		-22620			-								29
30	88832				131981				-2270	52818	71893	124711		INTERDEPARTMENTAL			-		+131981			-								30
31	(64) 408059		54		466001				-	219821	246180	466001		SUB-TOTAL	-		-	-54	+466001	-		-								31
32	(8) 69169		8		74136				-	36843	37293	74136	110.000	FROM TAX RATE	9		79236	1	5100	9		79236	8		75,432					32
33	(62) 477228		62		540137				-	256664	283473	540137		TOTAL	9		79236	-53	+460901	9		79236	8		75,432					33
34	88832				131581				-7270	52818	71893	124711		LESS INTERDEPARTMENTAL			-		+131981			-								34
35	(62) 388396		62		408156				7270	203846	211580	415426		NET PERMANENT SALARIES	9		79236	-53	+328920	9		79236	8		75,432					35

PERMANENT SALARIES. PERSONNEL SERVICES- PERMANENT

	POSITION	1960/61	1961/62	CHANGE
B-210	OFFICE ASSISTANT	1	1	
B-228	SENIOR CLERK	1	1	
*B-408	GEN'L CLERK-STENOGRAPHER	1	2	+1
B-512	GENERAL CLERK TYPIST	1	1	
F-108	ARCHITECT	1	1	
F-111	ASST. CITY ARCHITECT	1	1	
F-112	CITY ARCHITECT	1	1	
F-122	SR. ARCHITECTURAL DRAFTSMAN	1	1	
		8	9	+1
	INTERDEPARTMENTAL - PERMANENT			
A-106	BUILDING INSPECTOR	17	17	
A-110	SUPERVISING CONST. INSPECTOR	2	2	
B-222	GENERAL CLERK	1	1	
*B-408	GEN'L CLERK STENOGRAPHER	3	2	-1
B-512	GEN'L CLERK TYPIST	3	3	
F-100	JR. DRAFTSMAN	1	1	
F-108	ARCHITECT	9	9	
F-120	ARCHITECTURAL DRAFTSMAN	9	9	
F-122	SR. ARCH. DRAFTSMAN	2	2	
		54	53	-1

A. TRANSFERRED TO "INTERDEPARTMENTAL" SECTION - SHEET NO. 3.

B. *ONE (1) B-408 GENERAL CLERK-STENOGRAPHER FROM INTERDEPARTMENTAL TO PERSONNEL SERVICES(BUDGET). THIS GENERAL CLERK-STENOGRAPHER IS LOCATED IN ROOM 265, CITY HALL, AND IS ENGAGED IN PREPARING REPORTS AND LETTERS FOR THE CITY ARCHITECT, WHICH IS A BUDGET POSITION. SINCE NO FUNDS HAVE BEEN PROVIDED FOR MANY JOBS ON WHICH REPORTS AND CORRESPONDENCE ARE REQUIRED, IT IS DIFFICULT TO CHARGE THIS EMPLOYEE'S TIME CORRECTLY UNDER INTERDEPARTMENTAL PROCEDURES, AND IT IS RECOMMENDED THAT THIS ACCOUNTING BE MADE TO REFLECT THE TRUE SITUATION. IF THIS REQUEST IS ALLOWED, THE THREE POSITIONS OF GENERAL CLERK-STENOGRAPHER IN THE "INTERDEPARTMENTAL" SECTION (SHEET NO. 3, LINE 5) IS TO BE REDUCED TO TWO.

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ARCHITECTURE — Appropriation Number: 1,413 — Sheet Number 3 of 11 Sheets — Index Number 413

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec No 52 - 52.1 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1														INTERDEPARTMENTAL-PERMANENT																1
2	-	-	-	-	-								A106	Building Inspector	17	628 764	-	17	-	17	628 764	-	17	644 782					A	2
3	-	-	-	-	-								A110	Supervising Construction Inspector	2	693 842	-	2	-	2	693 842	-	2	710 862					A	3
4	-	-	-	-	-								B222	General Clerk	1	341 415	-	1	-	1	341 415	-	1	358 436					A	4
5	-	-	-	-	-								B408	General Clerk-Stenographer	3	350 425	-	3	-	3	350 425	-	3	367 447					A-B	5
6	-	-	-	-	-								B512	General Clerk-Typist	3	341 415	-	3	-	3	341 415	-	3	358 436					A	6
7	-	-	-	-	-								F100	Junior Draftsman	1	385 469	-	1	-	1	385 469	-	1	405 493					A	7
8	-	-	-	-	-								F108	Architect	9	821 997	-	9	-	9	821 997	-	9	821 997					A	8
9	-	-	-	-	-								F120	Architectural Draftsman	9	530 644	-	9	-	9	530 644	-	9	530 644					A	9
10	-	-	-	-	-								F122	Senior Architectural Draftsman	9	644 782	-	9	-	9	644 782	-	9	644 782					A	10
11																														11
12	-	-	-	-	-					-	-	-		TOTAL-INTERDEPARTMENTAL	54		-	54	-	54		-	54							12
13																														13
14																														14
15																														15
16																														16
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33																														33
34																														34
35																														35

A. TRANSFERRED FROM BUDGET TRANSFER ALLOCATION BASIS (SHEET 2) TO "INTERDEPARTMENTAL" SECTION (SHEET 3).

B. ONE ADDITIONAL POSITION OF GENERAL CLERK-STENOGRAPHER REQUESTED IN PERSONNEL SERVICES - BUDGET (SHEET 2, LINE 8). IF THIS REQUEST IS ALLOWED, ONE POSITION OF GENERAL CLERK-STENOGRAPHER IS TO BE ELIMINATED FROM "INTERDEPARTMENTAL" SECTION.

BOLLETT'S FORM No. 4150

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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ment Board or Commission on ___ PUBLIC WORKS Bureau or Division ARCHITECTURE Appropriation Number 1.413 Sheet Number 4 of 11 Sheets Page Number 413

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	BUDGET Number of Employees	BUDGET Rate	BUDGET Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Amount	(2) Recommended by Office Board Commission or Department Number of Employees	(2) Recommended by Office Board Commission or Department Rate	(2) Recommended by Office Board Commission or Department Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Reference Index	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1	668				750				-	295	455	750	111.000	ALLOWANCE FOR OVERTIME			250	-500				250		200				A	1
2	101				250				-	236	14	250		LESS INTERDEPARTMENTAL			-	-250				-							2
3	567				500				-	59	441	500		NET OVERTIME			250	-250				250		200					3
4																														4
5														SOURCE OF FUNDS																5
6	302				-	SJV#1573,12/14/60			28	28	-	28	417 423	GENERAL FUND PROJECTS			-	-				-		-					6
7	13				67					-	67	67	811	1952 FIREPOUSP BOND FUND			-	-67				-		-					7
8	5				133	SJV#1573,12/14/60			-28	9	96	105	814	1954 SAN FRANCISCO HOSPITAL BOND FUND			-	-133				-		-					8
9	24				-				-	-	-	-	815	1954 EXHIBIT HALL BOND FUND			-	-				-		-					9
10	61				-				-	-	-	-	818	1956 HALL OF JUSTICE BOND FUND			-	-				-		-					10
11	158				166				-	22	144	166	819	1956 SCHOOL BOND FUND			-	-166				-		-					11
12	4				67				-	-	67	67	820	1958 RECREATION & PARK BOND FUND (STEINHART AQUARIUM)			-	-67				-		-					12
13	-				67				-	-	67	67	821	1959 CIVIC AUDITORIUM BOND FUND			-	-67				-		-					13
14	567				500				-	59	441	500		SUB-TOTAL			-	-500				-							14
15	101				250				-	236	14	250		FROM INTERDEPARTMENTAL			-	-250				-		-					15
16	668				750				-	295	455	750		TOTAL			-	-750				-							16
17	101				250				-	236	14	250		LESS INTERDEPARTMENTAL			-	-250				-		-					17
18	567				500				-	59	441	500		NET OVERTIME ALLOWANCE			-	-500				-		-					18
19																														19
20																														20
21																														21
22																														22
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35																														35

A. ALLOWANCE FOR OVERTIME. IN SPECIAL CASES, WHEN REQUIRED TO MEET MANDATORY SCHEDULES, IT IS NECESSARY FOR BUDGETED EMPLOYEES TO WORK OVERTIME. $250.00.

CONTROLLER'S FORM No. 4750

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ARCHITECTURE — Appropriation Number: 1.413 — Sheet Number: 5 of 11 Sheets — Index Number: 413

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols 3 and 8 (—) Decrease: Force	Amount	Recommended by Office Board Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1	3218				2650				990	3404	1456	4860	112.000	ALLOWANCE FOR HOLIDAYS			-		-2650			-						A	1
2	624				245				-	1465	-	1465		LESS INTERDEPARTMENTAL			-		- 245			-							2
3	2594				2405				990	1939	1456	3395		NET HOLIDAY PAY			-		-2405			-							3
4																														4
5														SOURCE OF FUNDS															5
6	149				152				-	34	118	152	417 423	GENERAL FUND PROJECTS			-		- 152			-							6
7	99				155				-	-	155	155	811	1952 FIREHOUSE BOND FUND			-		- 155			-							7
8	198				389	SJV#1475,12/6/60			-156	91	142	233	814	1954 SAN FRANCISCO HOSPITAL BOND FUND			-		- 389			-							8
9	45				-				-	-	-	-	815	1954 EXHIBIT HALL BOND FUND			-		-			-							9
10	518				310	SJV#1475,12/6/60 SJV#1780,12/30/60			104 205	413	206	619	818	1956 HALL OF JUSTICE BOND FUND			-		- 310			-							10
11	1585				1244	SJV#1475,12/6/60 SJV#1780,12/30/60			52 760	1295	761	2056	819	1956 SCHOOL BOND FUND			-		-1244			-							11
12	-				155	SJV#1780,12/30/60			25	106	74	180	820	1958 RECREATION & PARK BOND FUND (STEINHART AQUARIUM)			-		- 155			-							12
13	2594				2405				990	1939	1456	3395		SUB-TOTAL			-		-2405			-							13
14	624				245				-	1465	-	1465		INTERDEPARTMENTAL			-		- 245			-							14
15	3218				2650				990	3404	1456	4860		TOTAL			-		-2650			-							15
16	624				245				-	1465	-	1465		LESS INTERDEPARTMENTAL			-		- 245			-							16
17	2594				2405				990	1939	1456	3395		NET HOLIDAY SALARIES			-		-2405			-							17
18																														18
19																														19
20																														20
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A. PROCEDURE TO BE CHANGED FROM BUDGET TRANSFER BASIS TO "INTERDEPARTMENTAL".

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department Board or Commission PUBLIC WORKS Bureau or Division ARCHITECTURE Appropriation Number 1,413 Sheet Number 6 of 11 sheets Index Number 413

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount Dollars Only	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount Dollars Only	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (+) Increase or (-) Decrease Force	Amount	Recommended by Officer, Board or Commission of Department Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Remarks and Symbols	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1	26749				30420				-	28368	12106	40474	120.000	TEMPORARY SALARIES			-		-30420			-						A	1
2	13709				8639				-	18693	-	18693		LESS INTERDEPARTMENTAL			-		-8639			-							2
3	13040				21781				-	9675	12106	21781		NET-TEMPORARY SALARIES			-		-21781			-							3
4																													4
5																													5
6																													6
7														SOURCE OF FUNDS															7
8	2433				6087	SJV#1078,10/26/60			-2500	681	2906	3587	417 423	GENERAL FUND PROJECTS			-		-6087			-							8
9	34				-				-	-	-	-	809	1948 SCHOOL BOND FUND			-		-			-							9
10	-				956				-	-	956	956	811	1952 FIREHOUSE BOND FUND			-		-956			-							10
11	124				4060	SJV#735,9/29/60 SJV#1078,10/26/60			-2000 -500	314	1246	1560	814	1954 S.F. HOSP. BOND FUND			-		-4060			-							11
12	850				3262	SJV#607,9/19/60			771	1578	2455	4033	818	1956 HALL OF JUSTICE BOND FUND			-		-3262			-							12
13	9394				4396	SJV#735,9/29/60 SJV#1078,10/26/60			2000 4000	7102	3294	10396	819	1956 SCHOOL BOND FUND			-		-4396			-							13
14	-				1541	SJV#602,9/19/60			-1541	-	-	-	820	1958 RECREATION & PARK BOND FUND (STEINHART AQUARIUM)			-		-1541			-							14
15	205				1479	SJV#607,9/19/60 SJV#1078,10/26/60			770 -1000	-	1249	1249	821	1959 CIVIC AUDITORIUM BOND FUND			-		-1479			-							15
16	13040				21781				-	9675	12106	21781		SUB-TOTAL			-		-21781			-							16
17	13709				8639				-	18693	-	18693		INTERDEPARTMENTAL			-		-8639			-							17
18	26749				30420				-	28368	12106	40474		TOTAL TEMPORARY SALARIES			-		-30420			-							18
19	13709				8639				-	18693	-	18693		LESS INTERDEPARTMENTAL			-		-8639			-							19
20	13040				21781				-	9675	12106	21781		NET-TEMPORARY SALARIES			-		-21781			-							20
21																													21
22																													22
23																													23
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A. PROCEDURE TO BE CHANGED FROM BUDGET TRANSFER BASIS TO "INTERDEPARTMENTAL".

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission PUBLIC WORKS Bureau or Division ARCHITECTURE Appropriation Number 1.413 Sheet Number 7 of 11 Sheets Index Number 413

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													200.	CONTRACTUAL SERVICES															1
2	152				175					59	116	175	201	CARFARE AND TELEPHONE			-		-175			-						A	2
3	836				960					555	405	960	204	AUTO HIRE			-		-960			-						A	3
4	438				250					181	-	181	206	TRAVEL EXPENSE			250		-			250			250			B	4
5	34				80					6	74	80	216	RECAPPING TIRES AND TUBES			96		16			96			80			C	5
6	809				940					288	512	800	216	AUTO REPAIRS P/S			1074		134			1074			940			D	6
7	303				400					184	216	400	218	REPAIRS TO OFFICE EQUIPMENT			300		-100			200			200			E	7
8	169				350					113	237	350	224	BLUEPRINTS ETC. P/S			450		100			400			400			F	8
9	739				1500					670	830	1500	224	BLUEPRINTING, PHOTO, ETC.			-		-1500			-						A	9
10	551				800					375	425	800	233	POSTAGE			100		-700			100			100			G	10
11	33				50					10	40	50	235	SUBSCRIPTIONS ETC.			50		-			50			50			H	11
12	374				2000					-	2000	2000	267	ACCIDENT COMPENSATION - MEDICAL SERVICES, ETC.			-		-2000			-						A	12
13	4438				7505					2441	4855	7296		TOTAL CONTRACTUAL SERVICES			2320		-5185			2170			2,020				13
14	1150				1611					439	1149	1588		LESS INTERDEPARTMENTAL			-		-1611			-							14
15	3288				5894					2002	3706	5708		SUB-TOTAL			2320		-3574			2170			2,020				15
16	978				1290					401	749	1150		TRANSFER TO PURCHASER			1524		234			1474			1,340				16
17	2310				4604					1601	2957	4558		NET CONTRACTUAL			796		-3808			696			680				17
18																													18
19														SOURCE OF FUNDS															19
20	-1181				1114					494	605	1099	417 423	GENERAL FUND PROJECTS			-		-1114			-							20
21	53				-					-	-	-	809	1948 SCHOOL BOND FUND			-		-			-							21
22	65				178					17	158	175	811	1952 FIREHOUSE BOND FUND			-		-178			-							22
23	44				-					-	-	-	813	1954 LAGUNA HONDA HOME BOND FUND			-		-			-							23
24	444				250					120	619	739	814	1954 S.F. HOSP. BOND FUND			-		-750			-							24
25	94				-					-	-	-	815	1954 EXHIBIT HALL BOND FUND			-		-			-							25
26	926				600					184	407	591	818	1956 HALL OF JUSTICE BOND FUND			-		-600			-							26
27	1322				825					527	298	825	819	1956 SCHOOL BOND FUND			-		-825			-							27
28	20				285					16	265	281	820	1958 RECREATION & PARK BOND FUND (STEINHART AQUARIUM)			-		-285			-							28
29	38				271					31	236	267	821	1959 CIVIC AUDITORIUM BOND FUND			-		-271			-							29
30	1825				4023					1389	2588	3977		SUB - TOTAL			-		-4023			-							30
31	1150				1611					439	1149	1588		INTERDEPARTMENTAL			-		-1611			-							31
32	1463				1871					613	1118	1731	200.000	TAX RATE			2320		449			2170			2,020				32
33	4438				7505					2441	4855	7296		TOTAL CONTRACTUAL SERVICES			2320		-5185			2170			2,020				33
34																													34
35																													35

A. PROCEDURE TO BE CHANGED FROM BUDGET TRANSFER BASIS TO "INTERDEPARTMENTAL".

B. TRAVEL AND CONFERENCE EXPENSE. FOR CHARLES W. GRIFFITH OR REPRESENTATIVE TO ATTEND ANNUAL STATE CONVENTION, AMERICAN INSTITUTE OF ARCHITECTS; MEMBERSHIP AUTHORIZED BY ORD. 416.58, TENTATIVE DATE: OCTOBER 18 THROUGH 22, 1961, CORONADO, CALIFORNIA. $250.00

C. RECAPPING OF TIRES. PROVISION SHOULD BE MADE FOR THE RECAPPING OF TIRES FOR SIX CITY-OWNED VEHICLES; ESTIMATE: 12 TIRES @ $8.00 EACH = $96.00.

D. AUTOMOTIVE REPAIRS P/S. FOR THE MAINTENANCE OF SIX CITY-OWNED VEHICLES:

ESTIMATED MILEAGE	CONSTANT	
30,000 MILES	.0358	$1,074.00

E. REPAIRS AND SERVICE OF OFFICE EQUIPMENT.

		SERVICE CHARGES FOR YEAR:
1	A.B. DICK DUPLICATING MACHINE	$ 84.00
3	ADDING MACHINES	20.00
6	MANUAL TYPEWRITERS	100.00
7	ELECTRIC TYPEWRITERS	120.00
		$324.00
	REPAIRS TO MISCELLANEOUS ITEMS OF OFFICE EQUIPMENT SUCH AS: CHAIRS, STAPLERS, OVERHAULS, ETC.	276.00
	TOTAL	600.00
	LESS INTERDEPART-MENTAL	300.00
		300.00

F. BLUEPRINTING, PHOTOSTATS AND PHOTOGRAPHS. THIS AMOUNT IS NEEDED FOR BLUEPRINTS, PHOTOSTATS AND PHOTOGRAPHS WHICH ARE NECESSARY FOR ADMINISTRATIVE PURPOSES BUT WHICH CANNOT BE CHARGED TO ANY PARTICULAR JOB.

BLUEPRINTS	$250.00
PHOTOGRAPHS	100.00
PHOTOSTATS	100.00
	$450.00

ALL OTHER WORK OF THIS NATURE WILL BE CHARGED TO A SPECIFIC CONSTRUCTION OR DESIGN JOB.

G. POSTAGE - ADMINISTRATIVE. POSTAGE IS NEEDED FOR CORRESPONDENCE ON CONTEMPLATED WORK AND IN OTHER INSTANCES WHENEVER A DEFINITE JOB HAS NOT BEEN ESTABLISHED. AMOUNT REQUESTED HERE CONCERNS ADMINISTRATIVE WORK WHICH CANNOT BE CHARGED INTERDEPARTMENTALLY. $100.00.

H. SUBSCRIPTIONS TO PAPERS AND PERIODICALS

	NATION'S SCHOOLS	$ 3.00 PER YEAR
	ARCHITECTURAL FORUM	5.50 PER YEAR
	THE MODERN HOSPITAL	4.00 PER YEAR
	HOSPITAL PLANNING ABSTRACT SERVICE	10.00 PER YEAR
		$22.50
ALLOWANCE FOR TECHNICAL PUBLICATIONS SUCH AS:	TITLE 21 (SCHOOL CONSTRUCTION)	
	TITLE 19 (UNIFORM BLDG. CODE)	
	TITLE 17 (HOSPITAL CONSTRUCTION)	
	INDUSTRIAL SAFETY ORDERS	
	STATE & CITY BLDG. CODES	$27.50
		$50.00

CONTROLLER'S FORM No. 4150

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

781

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ARCHITECTURE — Appropriation Number: 1.413 — Sheet Number: 8 of 11 Sheets — Index Number: 413

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 or 15 (+) Increase (-) Decrease: Force	Amount	Recommended by Office Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1	930				1300				-	651	649	1300	203	USE OF EMPLOYEES' CARS			300		-1000	-		300			300			A	1
2	305				377				-	342	35	377		Less Interdepartmental					- 377			-							2
3	625				923				-	309	614	923		NET - AUTO ALLOWANCE			300		-623			300			300				3
4																														4
5																														5
6																														6
7														SOURCE OF FUNDS																7
8	60				256	SJV #1661,12/19/60			-60	30	166	196	417 423	GENERAL FUND PROJECTS			-		-256			-							8
9	54				40	SJV #1661,12/19/60			120	41	119	160	811	1952 FIREHOUSE BOND FUND			-		-40			-							9
10	93				172	SJV #1661,12/19/60			-60	17	95	112	814	1954 S.F. HOSPITAL BOND FUND			-		-172			-							10
11	7				138					27	111	138	818	1956 HALL OF JUSTICE BOND FUND			-		-138			-							11
12	411				190					165	25	190	819	1956 SCHOOL BOND FUND (STEINHART AQUARIUM)			-		-190			-							12
13	-				65					29	36	65	820	1958 REC. & PARK BONDS/			-		-65			-							13
14	-				62					-	62	62	821	1959 CIVIC AUDITORIUM BOND FUND			-		-62			-							14
15	625				923				-	309	614	923		SUB - TOTAL			-		-923			-							15
16	305				377				-	342	35	377		FROM INTERDEPARTMENTAL			-		-377			-							16
17	930				1300				-	651	649	1300		TOTAL-AUTO MILEAGE EMPLOYEES			-		-1300			-							17
18																														18
19																														19
20																														20
21																														21
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32																														32
33																														33
34																														34
35																														35

A. AUTO MILEAGE - EMPLOYEES' CARS. BECAUSE OF LACK OF CITY-OWNED CARS IN THIS BUREAU, AND THE FACT THAT FINANCIAL ADVANTAGE RESULTS TO CITY, BUDGETED EMPLOYEES ARE PERMITTED TO USE THEIR PERSONAL CARS ON CITY BUSINESS, WHENEVER NECESSARY. ESTIMATE: 12 MONTHS @ $25.00 PER MONTH $300.00.

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

783

Department, Board or Commission PUBLIC WORKS — Bureau or Division ARCHITECTURE — Appropriation Number 1.413 — Sheet Number 9 of 11 Sheets — Index Number 413

Line Number	Actual Expenditures 1959 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec No / Item No	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 (+) Decrease: Force	Amount	Recommended by Office Board Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1													300.---	MATERIALS AND SUPPLIES																1
2	42				100					-	100	100	301	Tires and Tubes			105		5			105			105				A	2
3	502				700					293	307	600	321	Gasoline and Oil P/S			609		-91			609			609				B	3
4	2752				2700					2054	646	2700	371	Stationery and Office Supplies			500		-2200			500			500				C	4
5	1094				1100					217	883	1100	372	Drafting Supplies			-		-1100			-			-				D	5
6	4395				4600					2564	1936	4500		TOTAL MATERIALS AND SUPPLIES			1214		-3386			1214			1,214					6
7	1150				1137					681	456	1137		Less Interdepartmental			-		-1137			-								7
8	3245				3463					1883	1480	3363		SUB-TOTAL			1214		-2249			1214			1,214					8
9	502				700					293	307	600		Transfer to Purchaser			609		-91			609			609					9
10	2743				2763					1590	1173	2763		NET MATERIALS AND SUPPLIES			605		-2158			605			605					10
11																														11
12																														12
13																														13
14														SOURCE OF FUNDS																14
15	78				735					440	295	735	417 423	GENERAL FUND			-		-735			-								15
16	53				-					-	-	-	809	1948 SCHOOL BOND FUND			-		-			-								16
17	65				117					70	47	117	811	1952 FIREHOUSE BOND FUND			-		-117			-								17
18	44				-					-	-	-	813	1954 LAGUNA HONDA HOME BOND FUND			-		-			-								18
19	444				494					296	198	494	814	1954 S.F. HOSPITAL BOND FUND			-		-494			-								19
20	94				-					-	-	-	815	1954 EXHIBIT HALL BOND FUND			-		-			-								20
21	552				396					237	159	396	818	1956 HALL OF JUSTICE BOND FUND			-		-396			-								21
22	1322				544					326	218	544	819	1956 SCHOOL BOND FUND			-		-544			-								22
23	20				188					113	75	188	820	1958 REC. & PARK BONDS/ (STEINHART AQUARIUM)			-		-188			-								23
24	39				180					108	72	180	821	1959 CIVIC AUDITORIUM BOND FUND			-		-180			-								24
25	2711				2654					1590	1064	2654		SUB-TOTAL			-		-2654			-								25
26	1150				1137					681	456	1137		INTERDEPARTMENTAL			-		-1137			-								26
27	534				809					293	416	709		TAX RATE			1214		405		1214			1,214					27
28	4395				4600					2564	1936	4500		TOTAL MATERIALS AND SUPPLIES			1214		-3386		1214			1,214					28
29																														29
30																														30
31																														31
32																														32
33																														33
34																														34
35																														35

A. TIRES AND TUBES.

ESTIMATED MILEAGE	CONSTANT	
30,000 MILES	.0035	= $105.00

B. GASOLINE AND OIL.

ESTIMATED MILEAGE	CONSTANT	
30,000 MILES	.0203	= $609.00

C. STATIONERY AND OFFICE SUPPLIES.

	ACTUAL EXPENSE 1959/60	ESTIMATE 1961/62
CARBON & COPY PAPER	$ 167.66	$ 175.00
MIMEOGRAPH PAPER	1,175.58	1,200.00
ENVELOPES	218.50	250.00
STENCILS	419.60	475.00
LETTER HEADS	114.40	125.00
VERIFAX SUPPLIES	67.50	75.00
REPORT FORMS	175.76	200.00
MISCELLANEOUS	411.57	500.00
TOTAL	$2,752.57	$ 3,000.00
	LESS INTERDEPARTMENTAL	2,500.00
		$ 500.00

AMOUNT REQUESTED HERE IS FOR OFFICE STATIONERY USED FOR ADMINISTRATIVE PURPOSES ONLY.

D. PROCEDURE TO BE CHANGED FROM BUDGET TRANSFER TO "INTERDEPARTMENTAL".

CONTROLLER'S FORM No. 4280

785

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department or Division PUBLIC WORKS — Bureau or Division ARCHITECTURE — Appropriation Number 1.413 — Sheet Number 10 of 11 Sheets — Index Number 413

Line No.	Actual Expenditure 1959-1960 (Dollars Only) 1	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No. 2	Number of Employees 3	Rate 4	Amount (Dollars Only) 5	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date 6	Number of Employees 7	Rate 8	Amount (Dollars Only) 9	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only) 10	Probable Last 8 Months (Dollars Only) 11	Probable for Year (Dollars Only) 12	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code 13	CLASS TITLE OR DESCRIPTION 14	Number of Employees 15	Rate 16	Amount (Dollars Only) 17	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Force 18	Amount 19	Recommended by Office Board Commission or Department Number of Employees C. 20	Rate A. 21	Amount (Dollars Only) O. 22	(2) BUDGET as Recommended by the Mayor Number of Employees 23	Rate 24	Amount 25	(3) BUDGET as Adopted by Board of Supervisors Number of Employees 26	Rate 27	Amount 28	Reference Index 29	Line Number
1	3027			2617						2316	-	2316		EQUIPMENT 1961-62			-		-2617			-							1
2																													2
3																													3
4														NEW															4
5													402	Five-drawer steel filing 5 - cabinets			700		700			700					A	5
6													402	4 - Plan File Racks			336		336			336			168		B	6
7													402	1 - Secretarial Desk & Chair			210		210			210			0		C	7
8													414	45 -Aluminum Storage Tubes			225		225			225			225		D	8
9													416	1 - Polaroid Land (900) Camera Outfit with Automatic Built-in shutter, wink light, case etc.			215		215			215			0		E	9
10													416	1 - B-42 Rotolite Dry Process Printer And Developer with No. B2 Paper Dispenser & Cutter, 36" x 42"			250		250			250			250		F	10
11													491	Reference Books			100		100			100			100		G	11
12														TOTAL-NEW			2036		2036			2036			1,443			12
13														REPLACEMENTS															13
14													402	1 - Secretarial Desk & Chair			210		210			210			210		H	14
15													412	2 - Manual Typewriters			400		400			400			400		I	15
16														TOTAL-REPLACEMENTS			610		610			610			610			16
17	3027			2617						2316	-	2316		GROSS TOTAL-EQUIPMENT			2646		29			2646			2,053			17
18	3027			2617						2316	-	2316		TRANSFER TO PURCHASER			2646		29			2646			2,053			18
19	-			-						-	-	-		NET TOTAL-EQUIPMENT			-		-			-			-			19
20																													20
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EQUIPMENT 1959-60

O.E.	ITEM	EXPENDED	
	New		
412	1 - Adding Machine	$ 323.	$ 323.
	Replacements		
402	2 - Drafting Tables	$ 376.	
402	6 - Reference Tables	613.	
402	1 - Swivel Tilt Office Chair	34.	
416	1 - Kodak Verifax Copier	101.	
456	1 - Class "A" Automobile	1580	2704.
	Total Equipment 1959-60		$ 3027.

EQUIPMENT 1960-61

O.E.	ITEM	BUDGET ALLOWANCE	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES FOR YEAR
	New			
402	2 - Dazor Drafting Lamps	$ 85.	$ 57.	$ 57.
414	1 - Standard Drafting Machine	150.	136.	136.
	Total New	$ 235.	$ 193.	$ 193.
	Replacements			
402	1 - Swivel Office Chair	$ 150.	$ 57.	$ 57.
402	2 - Upholstered Arm Chairs	82.	52.	52.
412	1 - Electric Typewriter	450.	417.	417.
456	1 - Class "A" Automobile	1700.	1597.	1597.
	Total Replacements	$ 2382.	$ 2123.	$ 2123.
	Total Equipment 1960-61	$ 2617.	$ 2316.	$ 2316.

BUDGET ESTIMATE INDEX NO. 413 OPPOSITE SHEET NO. 10 EXPLANATION SHEET 787

SUMMARY OF EQUIPMENT REQUEST.

PRIORITY	ITEM	NEW	REPLACEMENT
1	ALUMINUM STORAGE TUBES	$ 225.00	
2	LAND CAMERA OUTFIT	215.00	
3	5-DRAWER FILING CABINETS	700.00	
4	TWO MANUAL TYPEWRITERS		$400.00
5	REFERENCE BOOKS	100.00	
6	PLAN FILE RACKS	336.00	
7	SECRETARIAL DESK & CHAIR		210.00
8	SECRETARIAL DESK & CHAIR	210.00	
9	ROTOLITE PRINTER & DEVELOPER	250.00	
		$2,036.00	$610.00

A. NEW: FIVE (5) 5-DRAWER STEEL FILING CABINETS (LEGAL SIZE). $700.00.
1. TWO NEEDED BY PLAN FILES SECTION, ROOM 266 CITY HALL, CENTRAL FILE ROOM. APPROXIMATELY 130 JOBS ARE COMPLETED EACH YEAR AND ONE COPY OF THE CONTRACT DATA MUST BE KEPT ON FILE FOR READY REFERENCE DURING THE BONDED ONE YEAR PERIOD AND THEREAFTER MUST BE AVAILABLE FOR REFERENCE IN CONNECTION WITH ADDITIONAL WORK CONTEMPLATED ON THE BUILDING. PRESENTLY MANY COPIES OF THE SPECIFICATIONS ARE STORED INEFFECIENTLY IN TEMPORARY WOOD RACKS AND SHOULD BE PROPERLY FILED IN THESE REQUESTED FILING CABINETS.
2. ONE NEEDED BY SCHOOL SECTION FOR ACCUMULATING CONTRACT DATA ON SCHOOLS.
3. ONE NEEDED BY MISCELLANEOUS SECTION FOR ACCUMULATING CONTRACT DATA ON MISCELLANEOUS JOBS -- MUSEUMS, YOUTH GUIDANCE, LOG CABIN RANCH,ETC.
4. ONE NEEDED BY HOSPITAL SECTION FOR ACCUMULATING CONTRACT DATA ON SAN FRANCISCO GENERAL HOSPITAL.

B. NEW: FOUR PLAN FILE RACKS. $336.00 (ESTIMATE) SPECIAL. FOR USE IN SCHOOL SECTION AT 45 HYDE STREET. THESE PLAN RACKS ARE NEEDED BECAUSE OF THE INCREASED LOAD OF SCHOOL CONSTRUCTION. APPROXIMATELY $16,000,000.00 IN SCHOOL WORK IS UNDER CONSTRUCTION AND APPROXIMATELY 80 JOBS ARE CURRENTLY BEING PROCESSED IN DESIGN STAGE. IT IS ESSENTIAL TO HAVE THESE PLAN FILE RACKS FOR ORDERLY STORAGE OF THESE VARIOUS JOBS.

C. NEW: ONE (1) SECRETARIAL DESK AND CHAIR. FOR CLERK-STENOGRAPHER IN HYDE STREET OFFICE NOW USING BORROWED EQUIPMENT. $210.00.

D. NEW: ALUMINUM STORAGE TUBES. FOR ORIGINAL TRACINGS WHICH MUST BE KEPT IN STORAGE TUBES FOR PROTECTION AGAINST DETERIORATION. FROM 100 TO 130 JOBS ARE COMPLETED EACH YEAR AND THE ORIGINAL TRACINGS ARE VALUABLE FOR FUTURE REFERENCE AND MUST BE PROPERLY STORED. AT PRESENT ALL OF OUR METAL STORAGE TUBES (OF WHICH WE HAVE 350) ARE FILLED AND THESE ADDITIONAL STORAGE TUBES ARE BADLY NEEDED TO PREVENT DETERIORATION AND TO PROVIDE PROTECTION FOR TRACINGS OF RECENTLY COMPLETED JOBS. 45 @ $5.00 = $225.00.

E. NEW: POLAROID LAND (900) CAMERA OUTFIT WITH AUTOMATIC BUILT-IN SHUTTER, WINK LIGHT, CASE & 2 ROLLS OF FILM (ASA POLAROID). FOR DESIGN: NEEDED TO SECURE A PHOTOGRAPHIC RECORD OF EXISTING WORK. WILL SAVE FIELD TRIPS WHICH OTHERWISE WOULD BE NECESSARY TO DETERMINE ACTUAL EXISTING CONDITIONS.
FOR CONSTRUCTION: A RECORD IS OFTEN NEEDED OF CONDITIONS EXISTING AT A PARTICULAR TIME ON A JOB AND THESE CONDITIONS WILL NOT WAIT FOR OUR PRESENT PROCEDURE OF PROCESSING A REQUISITION THROUGH THE ESTABLISHED CHANNELS, OBTAINING A PHOTOGRAPHER, AND ARRANGING FOR HIS TRANSPORTATION TO AND FROM THE JOB. A CASE IN POINT OCCURRED AT THE LONGFELLOW SCHOOL WHEN A RETAINING WALL COLLAPSED DURING CONSTRUCTION OF THE SCHOOL YARD, AND THE ADJACENT PRIVATELY OWNED PROPERTY WAS DAMAGED. WE NEEDED PHOTOGAPHS VERY MUCH OF THE ACTUAL CONDITION WHICH PREVAILED AT THAT TIME, BUT WERE UNABLE TO GET THEM FOR EIGHT DAYS, AND BY THAT TIME THE DAMAGE HAD BEEN PARTIALLY RESTORED, AND THE PHOTOGRAPHS WILL NOT BE OF MATERIAL ASSISTANCE IF THIS CASE GOES TO COURT. $215.00.

F. NEW: ONE (1) R-42 ROTOLITE DRY PROCESS PRINTER AND DEVELOPER WITH NO. 42 PAPER DISPENSER AND CUTTER, 36" X 42". AT PRESENT, WE ARE FORCED TO BRING MISCELLANEOUS DRAWINGS TO CITY HALL FROM 45 HYDE STREET AND EITHER INTERRUPT BIG WORK IN PROCESS AT BUREAU OF REPRODUCTION OR WAIT SEVERAL DAYS (THREE DAYS COMMON) TO OBTAIN PRINTS OR, IN SOME CASES, BORROW USE OF BUREAU OF ENGINEERING PRINTING MACHINE WHICH IS NOT ALWAYS AVAILABLE, AND WHICH IS NOT LARGE ENOUGH FOR MANY OF OUR DRAWINGS. THIS PRINTER WOULD SAVE MANY VALUABLE HOURS OF DRAFTSMEN'S TIME. $250.00.

G. NEW: REFERENCE BOOKS. ARCHITECTURAL GRAPHIC STANDARDS; MODERN SCHOOL SHOP PLANNING; TIMBER DESIGN; CONSTRUCTION HANDBOOKS; BUILDING COST MANUAL; ARCHITECTURAL INDEX. $100.00.

H. REPLACEMENT: ONE(1) SECRETARIAL DESK AND CHAIR. TO REPLACE OBSOLETE EQUIPMENT USED BY CLERK-STENOGRAPHER IN ROOM 252, ASST. CITY ARCHITECT'S OFFICE- NO TRADE IN VALUE.

I. REPLACEMENT: TWO (2) MANUAL TYPEWRITERS. TO REPLACE UNDERWOOD MACHINE #12-6572607 ROOM 250, CITY HALL
TO REPLACE REMINGTON MACHINE #J1440859 ROOM 252, CITY HALL
BOTH MACHINES ARE NOW TEN YEARS OLD, AND HAVE BEEN CONTINUOUSLY SUBJECTED TO SEVERE USE DURING THIS TIME. AVERAGE LIFE OF A MANUAL TYPEWRITER UNDER THESE CONDITIONS IS SIX TO EIGHT YEARS AND THESE MACHINES ARE THEREFORE WORN OUT - $420.00 - LESS TRADE IN VALUE $20

CONTROLLER'S FORM No. 4150

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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PUBLIC WORKS ... Bureau or Division ARCHITECTURE Appropriation Number 1.413 Sheet Number 11 of 11 Sheets Index Number 413

Line No.	Actual Expenditures 1959-1960 Object & Sub-Object	FISCAL YEAR 1960-1961 BUDGET Item No.	Position Title	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1														800.--- FIXED CHARGES														
2	2000				2000					1000	1000	2000	800	Occupancy of 45 Hyde Street			-		-2000			-						
3	575				565					242	323	565		Less Interdepartmental			-		-565			-						
4	1425				1435					758	677	1435		NET FIXED CHARGES			-		-1435			-						
5																												
6																												
7																												
8														SOURCE OF FUNDS														
9	109				398					271	127	398	423	GENERAL FUND PROJECTS			-		-398			-						
10	26				-					-	-	-	809	1948 SCHOOL BOND FUND			-		-			-						
11	34				64					10	54	64	811	1952 FIRE HOUSE BOND FUND			-		-64			-						
12					-					-	-	-	813	1954 LAGUNA HONDA HOME BOND FUND			-		-			-						
13	133				266					66	200	266	814	1954 S.F. HOSPITAL BOND FUND			-		-266			-						
14	47				-					-	-	-	815	1954 EXHIBIT HALL BOND FUND			-		-			-						
15	278				214					101	113	214	818	1956 HALL OF JUSTICE BOND FUND			-		-214			-						
16	661				294					284	10	294	819	1956 SCHOOL BOND FUND (STEINHART AQUARIUM)			-		-294			-						
17	10				102					9	93	102	820	1958 Rec. & Park BONDS			-		-102			-						
18	19				97					17	80	97	821	1959 CIVIC AUDITORIUM BOND FUND			-		-97			-						
19	1425				1435					758	677	1435		SUB-TOTAL			-		-1435			-						
20	575				565					242	323	565		INTERDEPARTMENTAL			-		-565			-						
21	2000				2000					1000	1000	2000		TOTAL FIXED CHARGES			-		-2000			-						
22																												
23																												
24																												
25																												
26																												
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35																												

BUDGET ESTIMATE INDEX NO. 413 OPPOSITE SHEET NO. 11 EXPLANATION SHEET 789

A. PROCEDURE TO BE CHANGED FROM BUDGET; TRANSFER TO "INTERDEPARTMENTAL".

INDEX NO. 415- DEPT. PUBLIC WORKS - BUILDING INSPECTION

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	51,039	59,000	67,173	85,582	115,030	254,992	262,359	270,331	286,719	287,304	320,831	334,882	361,310	371,750	474,036	532,575	607,712
Number of Employments (Permanent)	(13)	(15)	(15)	(20)	(26)	(28)	(52)	(51)	(52)	(51)	(50)	(54)	(56)	(55)	(67)	(74)	(81)
Allowance for Overtime	-	-	-	-	165	269	333	328	347	383	599	599	565	598	542	597	608
Temporary Salaries	-	-	-	-	-	1,826	4,268	2,710	-	-	6,145	475	478	520	559	595	17,658
Fees and Other Compensation															210	690	435
Travel Expense	-	-	-	-	57	8	-	-	931	224	1,362	1,566	1,487	144	262	200	370
Maintenance & Repair - Automotive Equipment	1,435	1,590	1,767	1,772	2,516	3,354	3,268	3,713	4,517	6,265	4,844	4,955	7,144	-	6,175	5,443	6,583
Other Contractual Services	24	216	5,815	5,762	488	1,064	1,393	1,125	252	1,691	648	1,411	1,686	6,860	2,352	3,097	13,084
Fuels, Illuminants & Lubricants	579	725	584	692	1,437	2,633	2,678	2,749	2,859	3,038	3,532	3,402	3,604	3,567	4,529	4,229	4,386
Stationery & Office Supplies	-	-	-	-	-	648	748	1,287	1,290	1,537	1,583	1,317	1,280	908	1,375	3,419	2,164
Other Materials & Supplies	228	203	177	236	396	127	331	313	424	683	447	575	455	242	671	504	494
Equipment	-	1,172	-	7,344	12,847	924	2,116	4,417	3,687	436	3,944	3,150	3,470	5,029	11,615	18,946	7,466
Fixed Charges	-	-	-	-	3	-	-	-	-	-	-	-	-	-	-	75	75
Services of Other Departments	-	490	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	53,305	63,396	75,516	101,388	132,939	265,845	277,494	286,973	301,026	301,561	343,935	352,332	381,485	389,618	502,326	570,370	661,055

CONTROLLER'S FORM No. 4930

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING INSPECTION — Appropriation Number 1.415 — Sheet Number 1 of 6 Sheets — Index Number 415

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord Sec A Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees C	Rate A	Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1														RECAPITULATION																1
2	(62) 481939		66		582938		4		11354	290716	303576	594292	110	PERSONAL SERVICE-PERMANENT	82		704551	16	121613	82		704551	70		636,170	73		663140		2
3	(19) 125773		18		150440				-9331	65041	76068	141109	110.415	PERSONAL SERVICE-URBAN RENEW	25		205924	7	55484	25		205924	19		150,477			[illegible]		3
4	608				650				-	302	348	650	111	OVERTIME ALLOWANCE			750		100			750			650					4
5	17658				820				-	512	308	820	120	TEMPORARY SALARIES			900		80			900			820					5
6	435				1000				-	390	610	1000	140	FEES & OTHER COMPENSATION			1500		500			1300			1,000					6
7	11022				11716				700	5370	7046	12416	200	CONTRACTUAL SERVICES			21212		9496			18221			13,423			13173		7
8	-				4000				-	1140	2860	4000	203	AUTO MILEAGE-EMPLOYEE'S CARS			13920		9920			13920			[illegible]					8
9	9000				-				-	-	-	-	269	PROFESSIONAL SERVICES			-		-			-								9
10	15				-				485	-	485	485	298	RELOCATION SERVICES			-		-			-								10
11	7064				8120				1580	4594	5106	9700	300	MATERIALS AND SUPPLIES			13230		5610			11500			[illegible]					11
12	7466				7762				3565	9325	1657	10982	400	EQUIPMENT			40690		32928			35810			4,7[illegible]					12
13	75				-				-	-	-	-	800	FIXED CHARGES			-		-			-								13
14	(81) 661055		84		767446		4		8353	377390	398064	775454		GROSS REQUEST	107		1003177	23	235731	107		992876	89		831,157	10		95302		14
15														TRANSFER TO PURCHASER																15
16	7179				8231				-	3798	4433	8231	200	CONTRACTURAL SERVICES			12502		4271			11002			8,933					16
17	4386				4400				-	2126	2274	4400	300	MATERIALS AND SUPPLIES			7262		2862			6000			4,400					17
18	7466				7762				3565	9325	1657	10982	400	EQUIPMENT			40690		32928			35810			4,707			[illegible]		18
19	19031				20393				3565	15249	8364	23613		TOTAL TRANSFER TO PURCHASER			60454		40061			52812			18,130			[illegible]		19
20	19031				20393				3565	15249	8364	23613		TOTAL TRANSFERS			60454		40061			52812			18,130			[illegible]		20
21	(81) 642024		84		747053		4		4788	362141	389700	751841		NET REQUEST	107		942723	23	195670	107		940064	89		813,027	10		[illegible]		21
22																														22
23																														23
24																														24
25																														25
26																														26
27																														27
28																														28
29																														29
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33																														33
34																														34
35																														35

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING INSPECTION — Appropriation Number 1.415 — Sheet Number 2 of 6 Sheets — Index Number 415

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 44, 44.01 & 44.1 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees C	Rate A	Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Appeal No.
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1						From COMPENSATION RESERVE			384				110.000	PERSONAL SERVICE-PERMANENT															
2	17	1	17	628 764	150516								A 106	Building Inspector	17	628 764	152826	-	2310	17	628 764	152826	17	644 782	156,443			✓	A
3	-	-	-	-	-								A 106	Building Inspector NEW	1	628 764	7728	1	7728	1	628 764	7728	0		0	/		7920	B
4	1	3	1	693 842	10104								A 110	Supervising Constr.Inspector	1	693 842	10104	-	-	1	693 842	10104	1	710 862	10,344			✓	
5	8	3.1	8	628 764	72459								A 412	Plumbing Inspector	8	628 764	72877	-	418	8	628 764	72877	8	644 782	74,593			✓	A
6	-	-	-	-	-								A 412	Plumbing Inspector NEW	1	628 764	7728	1	7728	1	628 764	7728	0		0				C
7	1	3.2	1	693 842	9824								A 416	Chief Plumbing Inspector	1	693 843	10104	-	280	1	693 843	10104	1	710 862	10,344			✓	A
8	-	-	-	-	-								A 430	Refrigeration Inspector NEW	4	628 764	30912	4	30912	4	628 764	30912	0		0				D
9	-	-	-	-	-								A 450	Warm Air Heating and Ventilating Inspector NEW	4	628 764	30912	4	30912	4	628 764	30912	0		0				E
10	1	4	1	341 415	4980								B 222	General Clerk	1	341 415	4980	-	-	1	341 415	4980	1	358 436	5,232			✓	
11	1	5	1	425 518	6216								B 228	Senior Clerk	1	425 518	6216	-	-	1	425 518	6216	1	436 530	6,360			✓	
12	4	6	4	350 425	20040								B 408	General Clerk-Stenographer	4	350 425	20400	-	360	4	350 425	20400	4	367 447	21,456			✓	A
13	-	-	-	-	-								B 408	General Clerk-Stenographer NEW	1	350 425	4302	1	4302	1	350 425	4302	0		0				P
14	1	7.1	1	275 333	3800								B 511	Typist I	1	275 333	3554	-	-246	1	275 333	3554	1	281 341	3,601			✓	O
15	1	8	1	341 415	4880	Ord.520-60	3	341 415	7749				B 512	General Clerk-Typist	4	341 415	18282	3	13402	4	341 415	18282	4	358 436	19,205			✓	A-H
16	-	-	-	-	-	Ord.520-60	1	425 518	3221				B 516	Senior Clerk-Typist	1	425 518	5518	1	5518	1	425 518	5518	1	436 530	5,657			✓	A-H
17	1	9	1	628 764	9168								E 2	Line Inspector	1	628 764	9168	-	-	1	628 764	9168	1	644 782	9,384			✓	
18	17	10	17	628 764	152992								E 4	Electrical Inspector	17	628 764	154395	-	1403	17	628 764	154395	17	644 782	156,772			✓	A
19	1	12	1	693 842	10104								E 8	Chief Electrical Inspector	1	693 842	10104	-	-	1	693 842	10104	1	710 862	10,344			✓	
20	1	13	1	584 710	8520								P 404a	Assistant Engineer I, Civil	1	584 710	8520	-	-	1	584 710	8520	1	613 745	8,940	/	644-782 7920 613-745 8940		
21	-	13.1	1	693 842	8526								P 406a	Assistant Engineer II, Civil	1	693 842	10104	-	1578	1	693 842	10104	1	745 905	10,860			✓	A
22	3	14	6	802 974	64656								P 410a	Engineer, Civil	6	802 974	68412	-	3756	6	802 974	68412	6	905 1099	77,166			✓	A
23	-												P 410b	Engineer, Mechanical NEW	1	802 974	9864	1	9864	1	802 974	9864	0		0	/		11130	I
24	1	16	1	1099 1337	15404								P 560	Superintendent, Bureau of Building Inspection	1	1099 1337	16044	-	640	1	1099 1337	16044	1	1154 1404	16,848			✓	A
25	1	16.1	1	950 1154	13298								P 562	Asst.Supt.Bureau of Bldg. Inspection	1	950 1154	13628	-	330	1	950 1154	13628	1	997 1216	14,312			✓	A
26	2	19	2	628 764	17451								M 158	Mechanical Inspector	2	628 764	17869	-	418	2	628 764	17869	2	644 782	18,289			✓	A
27		21	6.00 Per Meeting											Plumbing Examiners			-					-							
28	481939 (62)		66		582938		4		11354	290716	303576	594292		TOTAL-PERMANENT SALARIES	82		704551	16	121613	82		704551	70		636,170	73		66310	
29																													
30																													
31																													
32																													
33																													
34																													
35																													

A. ANNUAL SALARY INCREMENT.

B. BUILDING INSPECTOR. THE REDEVELOPMENT OF THE WESTERN ADDITION AND DIAMOND HEIGHTS WILL ADD VERY LARGE NUMBERS OF BUILDINGS TO TWO OF THE INSPECTION DISTRICTS. IN ORDER TO PROVIDE ADEQUATE INSPECTION SERVICE TO THESE DISTRICTS AS WELL AS TO THE REDEVELOPMENT WORK, REQUEST IS MADE FOR AN ADDITIONAL INSPECTOR WHO WILL BE ASSIGNED TO THE REDEVELOPMENT WORK. IT IS EXPECTED THAT APPROXIMATELY 500 DWELLING UNITS WITH AN ESTIMATED TOTAL DOLLAR VALUE OF $10,000,000 WILL BE UNDER CONSTRUCTION IN THE TWO REDEVELOPMENT AREAS DURING 1961-62. THE BUILDING INSPECTION PERMIT FEES ARE ADJUSTED EACH YEAR SO THAT THE PERMIT BUILDING INSPECTION IS A SELF-SUPPORTING FUNCTION.

PLUMBING INSPECTOR. 1 - PLUMBING INSPECTOR - CLASS A412. THIS MAN IS NEEDED TO REPLACE INSPECTOR RETIRED SEVERAL YEARS AGO, BUT NEVER REPLACED. WITH THE INCREASING WORK LOAD CAUSED BY ADOPTION OF THE WATER CODE ALSO PRESENT AND FUTURE EXPANDED BUILDING ACTIVITY, IT IS BECOMING MORE DIFFICULT THAN EVER TO PROPERLY COVER INSPECTIONS. WILL ALSO ALLOW FOR COUNTER SERVICE BY INSPECTOR THEREBY FREEING THE CHIEF PLUMBING INSPECTOR TO ALLOW HIM TO CHECK FIELD INSPECTORS MORE CLOSELY.

D. HEATING AND REFRIGERATION INSPECTORS A430. 4 HEATING AND REFRIGERATION INSPECTORS A430 REQUIRED BY 1956 BUILDING CODE.

E WARM AIR HEATING AND VENTILATING INSPECTOR A450. 4 WARM AIR HEATING AND VENTILATING INSPECTORS REQUIRED BY 1956 BUILDING CODE.

GENERAL CLERK-STENOGRAPHER B408. 1 TO BE USED IN MECHANICAL DIVISION REQUIRED BY 1956 BUILDING CODE.

NEW EMPLOYEES AT LOWER RATE.

3 NEW POSITIONS OF B512 GENERAL CLERK-TYPIST WERE ESTABLISHED DURING THE YEAR BY ORDINANCE NO. 521-60, NOVEMBER 3, 1960.

1 NEW POSITION OF B516 SENIOR CLERK-TYPIST WAS ESTABLISHED DURING THE YEAR BY ORDINANCE NO. 521-60, NOVEMBER 3, 1960.

MECHANICAL ENGINEER F410B. 1 MECHANICAL ENGINEER F410B REQUIRED BY 1956 BUILDING CODE.

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board, Commission: PUBLIC WORKS — Bureau or Division: BUILDING INSPECTION — Appropriation Number 1,415 — Sheet Number 3 of 6 Sheets — Index Number 415

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET (Salary Ord. Sec. No. 44,44.01 & 44.1) Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees C	Rate A	Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1	Number of Employees 1959-60					TO COMPENSATION RESERVE			-9559				110.415	PERSONAL SERVICE-PERMANENT															
2	6	2	6	628 764	53187								A 106	Building Inspector	6	628 764	53418	-	231	6	628 764	53418	6	644 782	54,641				A
3	-	-	-	-	-								A 106	Building Inspector NEW	4	628 764	30912	4	30912	4	628 764	30912	1	644 782	7,920				B
4	1	3.01	1	693 842	9704	Ord.543-60 11.22.60	1		5250				A 110	Supervising Construction Inspector	2	693 842	20208	1	10504	2	693 842	20208	[illegible]	691 [illegible]	20,658				C
5	-	-	-	-	-								A 412	Plumbing Inspector NEW	1	628 764	7728	1	7728	1	628 764	7728	[illegible]		0				D
6	2	7	2	350 425	7900								B 408	General Clerk-Stenographer	2	350 425	10140	-	240	2	350 425	10140	2	367 447	10,552				A
7	-	-	-	-	-								B 512	General Clerk-Typist NEW	1	341 415	4194	1	4194	1	341 415	4194	1	358 436	4,404				E
8	3	11	3	628 764	26553								E 4	Electrical Inspector	3	628 764	27504	-	951	3	628 764	27504	3	644 782	28,152				A
9	-	-	-	-	-								E 4	Electrical Inspector NEW	1	628 764	7728	1	7728	1	628 764	7728	0		0				F
10	1	17	1	693 842	9624								F 568	Urban Renewal Analyst	1	693 842	10104	-	480	1	693 842	10104	1	745 [illegible]	9,62[illegible]				A
11	1	18	1	842 1022	10356								F 570	Associate Co-Ordinator (Urban Renewal)	1	842 1022	10356	-	-	1	842 1022	10356	0		0				
12	1	-	-	-	-								H 4	Inspector, Bur. of Fire Prevention & Public Safety	-	-	-	-	-	-	-	-							
13	1	19.1	1	644 782	7920	SJV 1130 -1			-5022				N 54	District Supervisor	-	543 -	-	-1	-7920	-	-	-							G
14	3	19.2	3	543 660	23196								N 100	Sanitarian	3	543 660	23632	-	436	3	543 660	23632	3	556 [illegible]	24,[illegible]				A
15	(19) 125773		18		150440				-9331	65041	76068	141109		PERMANENT SALARIES TOTAL URBAN RENEWAL	25		205924	7	55484	25		205924	19		159,892				
16																													
17																													
18	608				650					302	348	650	111.000	ALLOWANCE FOR OVERTIME			750		100			750			650				H
19																													
20																													
21	17658				820					512	308	820	120.000	TEMPORARY SALARIES			900		80			900			820				I
22																													
23																													
24													140.000	FEES & OTHER COMPENSATION															
25	435	20	15 Per Meeting		1000					390	610	1000		MEMBERS OF BOARD OF EXAMINERS			1500		500			1300			1,000				J
26																													
27																													
28																													
29																													
30																													
31																													
32																													
33																													
34																													
35																													

EXPLANATION SHEET

A. ANNUAL SALARY INCREMENT.

B. BUILDING INSPECTOR - URBAN RENEWAL. 4 ADDITIONAL BUILDING INSPECTORS - URBAN RENEWAL DIVISION. THE URBAN RENEWAL COORDINATOR HAS SET THE GOAL OF 2150 RESIDENTIAL BUILDINGS TO BE INSPECTED IN THE 1961-62 YEAR. HE BELIEVES THAT THIS IS THE MINIMUM NUMBER THE FEDERAL GOVERNMENT (HHFA) WILL ACCEPT FOR CERTIFICATION OF OUR WORKABLE PROGRAM IN MID 1961. IN ORDER TO ACHIEVE THIS NUMBER OF BUILDINGS INSPECTED AT A RATE OF 200 BUILDINGS PER MAN YEAR, THE ADDITIONAL MANPOWER WILL BE NECESSARY. THERE WILL ALSO BE AN ESTIMATED BACKLOG OF APPROXIMATELY 200 BUILDINGS FROM OUR 1960-61 FEDERAL COMMITMENT. THEREFORE, WE MUST HAVE THE PERSONNEL IN 1961-62 TO INSPECT 2350 BUILDINGS WITH 14 MEN. AT PRESENT WE HAVE 8 INSPECTORS.

C. 1 NEW POSITION OF A110 SUPERVISING CONSTRUCTION INSPECTOR WAS ESTABLISHED DURING THE FISCAL YEAR 1960-61 BY RECLASSIFICATION OF 1 N54 DISTRICT SUPERVISOR BY ORDINANCE NO.543-60, NOVEMBER 22, 1960.

D. PLUMBING INSPECTOR, URBAN RENEWAL. THE INCREASING SCOPE OF THE URBAN RENEWAL ACTIVITIES WILL PUT TOO LARGE A WORK LOAD ON THE DISTRICT PLUMBING INSPECTORS WHO ARE AT PRESENT BEING CALLED IN TO PROVIDE PLUMBING INSPECTION IN THE URBAN RENEWAL PROGRAM. IN ORDER TO ALLOW THE PLUMBING DIVISION TO DO ITS WORK PROPERLY A FULL TIME PLUMBING INSPECTOR SHOULD BE FURNISHED TO URBAN RENEWAL. THE BUILDING INSPECTOR SCREENS PLUMBING FEATURES DURING THE INITIAL INSPECTION, SO THAT ONLY THOSE BUILDINGS, WHERE THERE ARE SUBSTANTIAL PLUMBING VIOLATIONS, ARE SUBJECT TO INSPECTION BY THE PLUMBING INSPECTOR.

E. GENERAL CLERK-TYPIST - URBAN RENEWAL. TO PROCESS THE ANTICIPATED LARGER NUMBER OF REPORTS THAT WILL BE INVOLVED UNDER THE GOAL OF INSPECTIONS SET FOR 1961-62, ADDITIONAL CLERICAL STAFF WILL BE NECESSARY. AT PRESENT THERE ARE TWO CLERICAL PERSONNEL TO HANDLE APPROXIMATELY 1600 REPORTS PER YEAR. WITH 2150 REPORTS PLUS BACKLOG THAT WILL CARRY OVER FROM 1960-61, ONE ADDITIONAL CLERK-TYPIST IS REQUIRED.

F. ELECTRICAL INSPECTOR - URBAN RENEWAL. 1 ADDITIONAL ELECTRICAL INSPECTOR WILL BE NEEDED TO PROVIDE SERVICE TO THE EXPANDED 1961-62 COMMITMENT OF INSPECTIONS. AT PRESENT WE HAVE TWO MEN ASSIGNED TO THE 1600 UNITS TO BE INSPECTED IN 1960-61. WITH 2150 UNITS SET AS THE GOAL IN 1961-62, ONE ADDITIONAL ELECTRICAL INSPECTOR IS REQUIRED TO KEEP THE PROGRAM IN BALANCE. THE BUILDING INSPECTOR SCREENS ELECTRICAL FEATURES DURING THE INITIAL INSPECTION, SO THAT ONLY THOSE BUILDINGS, WHERE THERE ARE SUBSTANTIAL ELECTRICAL VIOLATIONS, ARE SUBJECT TO INSPECTION BY THE ELECTRICAL INSPECTOR.

G. ONE POSITION OF N54 DISTRICT SUPERVISOR RECLASSIFIED TO A110 SUPERVISING CONSTRUCTION INSPECTOR DURING THE FISCAL YEAR 1960-61 BY ORDINANCE NO. 543-60, NOVEMBER 22, 1960.

H. OVERTIME ALLOWANCE. AMOUNT REQUIRED BY MECHANICAL INSPECTORS IN MAKING INSPECTIONS OF BOILERS ON SATURDAYS AND SUNDAYS TO PRECLUDE SHUTDOWNS OF VARIOUS PLANTS AND BUSINESSES IN WORKING DAYS. $750.00

I. TEMPORARY SALARIES. ONE B512 GENERAL CLERK-TYPIST FOR SIX WEEKS STARTING JULY 1, 1961 TO ASSIST WITH THE ELECTRICAL SALES PERMITS WHICH ARE ISSUED YEARLY. $550.00
ONE B512 GENERAL CLERK-TYPIST FOR THE MONTH OF MAY 1962 WHEN NOTICES ARE SENT OUT FOR JOURNEYMAN PLUMBERS AND GAS APPLIANCE DEALERS LICENSE RENEWALS. 350.00
$900.00

J. FEES AND OTHER COMPENSATION. TO PROVIDE FOR THE COMPENSATION OF THE FIVE MEMBERS OF THE BOARD OF EXAMINERS CREATED BY SEC. 806 OF THE 1956 SAN FRANCISCO BUILDING CODE. MEETINGS HELD TWICE MONTHLY @ 15. $1500.00

CONTROLLER'S FORM No. 4030

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

796

Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING INSPECTION — Appropriation Number 1.415 — Sheet Number 4 of 6 Sheets — Index Number 415

Line Number	Actual Expenditures 1959 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Grade (Item No.)	Number of Positions (Years)	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961 1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office Board Commissions or Department Number of Employees C	Rate A	Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													200.000	CONTRACTUAL SERVICES															
2	1366				1250					450	800	1250	201	Local Fares			1000		-250			1000			1,000			✓	A
3	370				425					405	20	425	206	Travel Expense			1932		1507			969			425				B
4	658				7031					3280	3751	7031	216	Maintenance and Repair Automotive Equip. P/S			10000		2969			8500			7,031				C
5	187				200					99	101	200	216	Recapping Tires			568		368			400			200			✓	D
6	227				200					106	94	200	218	Maintenance and Repair of Office Equipment			510		310			350			225			✓	E
7	596				1200					518	682	1200	224	Services of Reproduction Bureau P/S			2400		1200			2400			1,600				F
8	1400				1300	Ord.No.520-60			700	461	1539	2000	233	Postage			3000		1700			3000			2,000			✓	G
9	224				-					-	-	-	234	Blueprinting			-		-			-							H
10	54				110					51	59	110	235	Subscriptions & Periodicals			350		240			350			250			✓	
11	-				-					-	-	-	240	Street Address Directory P/S			102		102			102			102			✓	I
12	-				-					-	-	-	265	Engineering Services-Consultants			1000		1000			800			0				J
13	-				-					-	-	-	268	Realty Index			100		100			100			100			✓	K
14	15				-					-	-	-	298	Other Contractual Services			-		-			-							
15	-				-					-	-	-	298	Advance Courses in Structural Engineering			250		250			250			250			✓	L
16	11022				11716				700	5370	7046	12416		GROSS CONTRACTUAL			21212		9496			18221			13,423			1217	
17	7179				8231				-	3798	4433	8231		Transfer to Purchaser			12502		4271			11002			8,933			✓	
18	7179				8231				-	3798	4433	8231		TOTAL TRANSFERS			12502		4271			11002			8,933			✓	
19	3843				3485				700	1572	2613	4185		NET CONTRACTUAL			8710		5225			7219			4,490			1217	
20																													
21	-				4000					1140	2860	4000	203.000	AUTO MILEAGE, EMPLOYEES' CARS			13920		9920			13920			5,000			✓	M
22																													
23	9000				-					-	-	-	269.000	PROFESSIONAL SERVICES			-		-			-							
24	15				-	From Prior Year			485	-	485	485	298.000	RELOCATION SERVICES			-		-			-							
25																													
26													300.000	MATERIALS AND SUPPLIES															
27	494				520					150	370	520	301	Tires and Tubes			568		48			500			500				N
28	4386				4400					2126	2274	4400	321	Gasoline and Oil P/S			7262		2862			6000			4,400				O
29	-				-					-	-	-	361	Drugs, Chemicals and Gases			-		-			-							
30	2184				3200	Ord.No. 520-60 11/3/60 SJV 1201			1580	2318	2462	4780	321	Stationery & Office Supplies			5900		2700			5000			4,500				P
31	7064				8126				1580	4594	5106	9700		GROSS REQUEST			13730		5610			11500			9,400				
32	4386				4400				-	2126	2274	4400		Transfer to Purchaser			7262		2862			6000			4,400				
33	4386				4400				-	2126	2274	4400		TOTAL TRANSFERS			7262		2862			6000			4,400				
34	2678				3726				1580	2468	2832	5300		NET REQUEST			6468		2748			5500			5,000			✓	
35																													

EXPLANATION SHEET

A EMPLOYEE'S CARPARE AND TELEPHONE. AMOUNT REQUIRED FOR PERFORMANCE OF DUTIES BY BUILDING AND ELECTRICAL INSPECTORS WHO ARE NOT PROVIDED WITH VEHICLES BY THIS DEPARTMENT $1000.00

B TRAVEL EXPENSE. ATTENDANCE BY SUPT. AT ANNUAL CONVENTION OF INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS TO BE HELD THIS YEAR AT SEATTLE, WASHINGTON.

REG. FEE	$ 50.00	
ROUND TRIP	90.00	
FIVE DAYS ROOM AND BOARD @ $20.	100.00	$240.00

EXPENSES TO YEARLY CONFERENCE: MONTEREY, CALIFORNIA

ROUND TRIP, PLANE FARE, LESS TAX	14.00	
REGISTRATION	15.00	
ROOM AND MEALS FOR FOUR DAYS	80.00	109.00

ONE MAN TO ATTEND STRUCTURAL ENGRS. CONVENTION, YOSEMITE VALLEY, CALIFORNIA. (OCT. 1961)

TRAVEL	50.00	
REGISTRATION	20.00	
THREE DAYS HOTEL	60.00	
THREE DAYS MEALS	40.00	170.00

FOR PROPER REVISION AND ENFORCEMENT OF OUR SAN FRANCISCO BUILDING CODE AND OTHER CODES.

NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS
NATIONAL CONFERENCE - WASHINGTON, D. C. (OCT. 1961)

AIR FARE	330.00	
PER DIEM (SIX DAYS)	120.00	
REGISTRATION	15.00	
	465.00	

CALIFORNIA CONFERENCE - SAN DIEGO, CALIFORNIA (MAY 1962)

AIR FARE	33.00	
PER DIEM	60.00	
REGISTRATION	5.00	
	98.00	563.00

MISCELLANEOUS TRAVEL EXPENSES. TO ATTEND TECHNICAL, BUILDING CODE, HOUSING CODE, URBAN RENEWAL CONFERENCES, AND MEETINGS IN CALIFORNIA THAT ARE NOT REGULARLY HELD ON ANY ANNUAL BASIS: SUCH MEETINGS AS THE GOVERNOR MAY CALL: OR WHICH MAY BE HELD BY NATIONAL ORGANIZATIONS FOR SPECIAL SUBJECTS. TO INSPECT RESULTS OF EARTHQUAKE OR OTHER CATASTROPHES ON BUILDINGS SO AS TO PROVIDE UP TO DATE PHYSICAL RECORD OF BUILDING SERVICE AND THEREBY ENABLE THE BUREAU TO PROVIDE REVISIONS OF OUR CODES IN THE LIGHT OF ACTUAL OCCURENCES. 850.00

~~$1,937.00~~

C. MAINTENANCE AND REPAIR OF AUTOMOTIVE EQUIPMENT.

MILEAGE 1959-60		CONSTANT		
307210	X	.0424	=	$13,025.00

D. RECAPPING OF TIRES

MILEAGE 1959-60		CONSTANT		
307210	X	.0037	=	$ 1,136.00

50% OF THIS AMOUNT FOR RECAPS $568.00
50% OF THIS AMOUNT FOR NEW TIRES $568.00
~~$1136.00~~

E. MAINTENANCE AND REPAIR OF OFFICE EQUIPMENT.

1 MARCHANT CALCULATOR -- SERVICE CONTRACT	$ 40.00
14 TYPEWRITERS - NO CONTRACT	
OVERHAUL AND MINOR REPAIRS	300.00
1 TIMESTAMP MACHINE	20.00
MISC. REPAIRS TO OFFICE FURNITURE	150.00
	$ 510.00

F MIMEOGRAPHING AND REPRODUCTION. REQUIRED FOR PHOTOGRAPHS, BLUEPRINTS AND MIMEOGRAPHED FORMS FOR ALL DIVISIONS OF BUREAU.

CONDEMNATION PHOTO.	$ 750.00
URBAN RENEWAL	1,300.00
ENGINEER	100.00
3R DIVISION	250.00
	$2,400.00

THE EXPANDING URBAN RENEWAL AND CONDEMNATION ACTIVITY REQUIRE MANY FORMS AND MANY COPIES THEREOF, TO PROVIDE COMPLETE AND FAIR TREATMENT OF EACH CASE. THE NEW RESIDENTIAL REQUIREMENTS RECORD DIVISION REPRODUCTION NEEDS ALSO ADD TO THE TOTAL NEW FUNDS REQUEST.

G. POSTAGE.

BUILDING DIVISION	$ 400.00
ELECTRICAL DIVISION	400.00
PLUMBING DIVISION	800.00
URBAN RENEWAL	500.00
3R DIVISION	900.00
	$3,000.00

THE INCREASED ACTIVITY OF THE URBAN RENEWAL DIVISION WITH THE HEAVY CORRESPONDENCE INVOLVED, TOGETHER WITH THE NEW RESIDENTIAL REQUIREMENTS RECORD DIVISION LARGE MAILING, RESULTS IN A GREATLY INCREASED POSTAGE REQUIREMENT. IN ADDITION, THERE ARE THE FORTHCOMING CODE REVISIONS WITH THE RESULTANT MAIL COSTS DUE TO CIRCULATION OF THE PRELIMINARY REVISION TO INTERESTED GROUPS, REPRESENTATIVES OF INDUSTRY AND SIMILAR ORGANIZATIONS.

H. SUBSCRIPTIONS & PERIODICALS

DAILY PAC. BUILDING	$ 50.00
ENGINEERING NEWS RECORD	6.00
AIR COND. & REFRIG. NEWS	6.00
[redacted]	[redacted]
AIR COND. HEAT. & VENT.	6.00
[redacted]	[redacted]
[redacted]	[redacted]
JOURNAL OF PLUMB. HEAT. & AIR COND.	4.00
[redacted]	[redacted]
PLUMB. & HEATING BUSINESS	5.00
HOUSE & HOME	6.00
ARCHITECTURAL FORUM	4.00
AMERICAN INST. OF PLANNERS JOURNAL	4.00
RENEWAL INFO. SERVICE NAHRO V	25.00
PRESTRESSED CONC. INST. JOURNAL	6.00
CONCRETE & CONST. ENGINEERING	4.00
S.F. EXAMINER	26.00
[redacted]	[redacted]
S.F. NEWS-CALL BULLETIN	18.00
	[redacted]
EDWARDS ABSTRACT	180.00
	[redacted]

I. STREET ADDRESS TELEPHONE DIRECTORY. FOR USE OF ALL DIVISIONS OF BUREAU IN OBTAINING CONTACT WITH OWNERS AND RESIDENTS OF PROPERTIES TO ARRANGE FOR INSPECTIONS. $102.00

J. ENGINEERING SERVICES - CONSULTANTS (MARSHALL-STEVENS) TO SECURE THE SERVICES OF MARSHALL-STEVENS AS REQUIRED TO PREPARE ESTIMATES OF COST OF CONSTRUCTION OF CERTAIN UNUSUAL TYPES OF BUILDING CONSTRUCTION. UNDER THE BUILDING CODE, SECTION 306, THIS BUREAU IS REQUIRED TO HAVE A COST SCHEDULE FOR ESTIMATE OF PERMIT COSTS AVAILABLE AND CORRECTED EVERY SIX MONTHS IN ACCORDANCE WITH THE REPORT OF MARSHALL-STEVENS, VALUATION ENGINEERS, OR OTHER ACCEPTED AUTHORITIES. THE REPORT OF MARSHALL-STEVENS IS PUBLISHED IN A MAGAZINE, BUT CONSISTS ONLY OF CONVENTIONAL TYPES OF CONSTRUCTION. WITH THE INNOVATION OF NEWER METHODS OF CONSTRUCTION, SUCH AS LIFT SLAB, SLIP FORMS, ETC., NOT COVERED BY THE REPORT, WE HAVE NO WAY TO DETERMINE WHETHER REDUCTIONS IN ESTIMATED COST FOR PERMIT FEES SHOULD BE PERMITTED, AND IF PERMITTED, THE AMOUNT OF REDUCTION. THIS HAS CAUSED CONSIDERABLE CONTROVERSY WITH CONTRACTORS IN THE PAST YEAR AND NO DOUBT WILL BECOME MORE CRITICAL IN THE FUTURE WITH THE EVER-INCREASING TYPES OF CONSTRUCTION. IT IS ONLY PROPER THAT THE SCHEDULE BE AMENDED TO PROVIDE PROPER ESTIMATES OF COST IN THESE CASES SO THAT THE PERMIT FEE REFLECTS THE COST OF CONSTRUCTION. $1000.00

K. REALTY INDEX. REQUIRED TO OBTAIN LOT AND BLOCK NUMBERS OF EACH PROPERTY IN CODE ENFORCEMENT AREAS TO ASSIST IN RESEARCH OF OWNERSHIP AND OTHER CITY RECORDS, NEW RES. $100.00

L. ADVANCE COURSES IN ENGINEERING. TO INFORM OUR STRUCTURAL ENGINEERING DIVISION SO THAT WE MAY PROPERLY REVISE AND ENFORCE THE PROVISIONS OF THE SAN FRANCISCO CODES. THE DEVELOPMENT OF NEW STRUCTURAL MATERIALS AND METHODS OF DESIGN (SUCH AS PRESTRESSED CONCRETE, PLASTIC DESIGN IN STEEL, ADVANCED SOIL MECHANICS) REQUIRE THAT THE ENGINEERS OF THE BUREAU BE KEPT ABREAST OF THE LATEST INFORMATION AVAILABLE. FROM TIME TO TIME ADVANCED COURSES ARE HELD ON SUCH SUBJECTS AND IN ORDER TO PROPERLY REVISE OUR CODES AS WELL AS PROVIDE UP TO DATE ENFORCEMENT AND COMPLIANCE, OUR ENGINEERS SHOULD ATTEND THESE COURSES. $250.00

M. AUTO-MILEAGE (EMPLOYEES CARS).

AN ESTIMATED 12 VEHICLES @ AN AVERAGE OF 400 MILES PER MONTH @ 10¢ PER MILE	$ 5,760
17 VEHICLES @ 400 MILES PER MONTH FOR USE OF REQUESTED NEW EMPLOYMENTS	8,160
	$13,920

N. TIRES AND TUBES (NEW).

MILEAGE 1959-60 307,210	X	CONSTANT .0037	= 1136
50% OF THIS AMOUNT FOR NEW TIRES			568
50% OF THIS AMOUNT FOR RECAPS			568
			$1136

O. GASOLINE AND OIL.

MILEAGE 1959-60 307,210 MILES	X	CONSTANT .0197	=$6052
ESTIMATED EXPENSE FOR 8 REQUESTED NEW VEHICLES			1210
			$7262

P. STATIONERY AND OFFICE SUPPLIES

BUILDING DIVISION	$ 900
ELECTRICAL DIVISION	900
PLUMBING DIVISION	1000
URBAN RENEWAL	1500
3R DIVISION	1300
10 REAMS REPRODUCTION PAPER	300
	$5900

ALL FORMS WHICH HAVE ADDRESS WILL HAVE TO BE CHANGED BECAUSE OF MOVE TO 450 McALLISTER ST.

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

799

Department Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING INSPECTION — Appropriation Number 1.415 — Sheet Number 5 of 6 Sheets — Index Number 415

Line Number	Actual Expenditures 1959-1960 (Col. 6 Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (-) Decrease: Force	Amount	Recommended by Mayor and Commission or Department: Number of Employees C	Rate A	Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1	7466				7762	Ord.520-60 SJV 1201			3565	9325	1657	10982	400.000	EQUIPMENT 1961-62 NEW				-7762											1
2													402	2 - Dispatch Cases			100	100			50			50				A	2
3													402	2 - Brief Bags			60	60			30			30				B	3
4													402	6 - Desks (Urban Renewal)			900	900			900			120				C	4
5													402	6 - Swivel Chairs(Urban Renewal)			300	300			300			40				D	5
6													402	1 - Typist Desk (Urban Renewal)			180	180			180			180				E	6
7													402	1 - Posture Chair (Urban Renewal)			50	50			50			50				F	7
8													402	11- Desks			1650	1650			1650			0				G	8
9													402	11- Swivel Chairs			550	550			550			0				H	9
10													402	1 - Typist Desk			180	180			180			0				I	10
11													402	1 - Posture Chair			50	50			50			0				J	11
12													402	10-Wood Side Chairs			200	200			200			0				*K	12
13													402	Metal Plan Racks, 20 units			2400	2400			2400			0				*L	13
14													402	Metal Clothes Racks, 5-12 units each			175	175			175			0				*M	14
15													402	14 - Tables, Reference			1680	1680			1680			0				*N	15
16													402	2 - Tables, Map			300	300			300			0				*O	16
17													402	3 - Desks, Typing			540	540			540							*P	17
18													402	20 - Swivel Desk Chairs			700	700			700			0				*Q	18
19													402	18 - Side Chairs			180	180			180			0				*R	19
20													402	6 - Bookcases			240	240			240			0				*S	20
21													402	1 - Plan File (Urban Renewal)			350	350			350			0				*T	21
22													402	2 - Plan Files			140	140			140			0				*U	22
23													402	4 - Filing Cabinets, 5 High			360	360			360			0				*V	23
24													402	2 - Filing Cabinets, 2 High			130	130			130			0				*W	24
25													402	1 - Filing Cabinet, Legal			100	100			100			0				*X	25
26													402	1 - Post Index (Kardex Type)			75	75			75			0				*Y	26
27													402	2 - Blackboards			340	340			340			0				*Z	27
28													402	4 - Bulletin Boards			40	40			40			0				*AA	28
29													406	Carpeting Superintendent's Office			525	525			525							*BB	29
30													412	1 - Calculator			1000	1000			1000			17				CC	30
31													412	1 - Timestamp Machine			150	150			150			150				DD	31
32													412	1 - Electric Typewriter(Urban Renewal)			425	425			425			425				EE	32
33													412	1 - Electric Typewriter			425	425			425			0				FF	33
34													412	1 - Photo Copy Machine with Book Copying Attachment			300	300			300			0				*GG	34
35													412	2 - Typewriters			400	400			400							*HH	35

EQUIPMENT 1959-60

O.E.	ITEM	EXPENDED	
	New		
402	1-Sectional Book Case	$ 46.	
402	1-5 Drawer Filing Cabinet	101.	
416	1-Reflex Camera	19.	$ 166.
	Replacements		
456	5-Class "A" Coupes	$7,300.	7,300.
	Total Equipment 1959-60		$7,466.

EQUIPMENT 1960-61

O.E.	ITEM	BUDGET ALLOWANCE	REFERENCE	SUPPLEMENTAL EXPENDITURES	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES FOR YEAR
	New					
402	1-Electric Heater				$ 14.	$ 14.
402	1-9 Drawer Cabinet					220.
402	1-File Cabinet	$180.			187.	187.
402	1-Drafting Table-Urban Renewal	218.				218.
402	1-Map File -Urban Renewal	150.				150.
402	3-Typist Desks		Ord.520-60	$ 600.	562.	562.
402	1-Desk		"	230.		230.
402	3-Typist Chairs		"	105.	108.	108.
402	1-Swivel Chair		"	40.		40.
402	3-4 Drawer Filing Cabinets		"	270.		270.
402	1-4 Drawer Legal Sized Filing Cabinets		"	100.		-
402	4-Desk Tray Sets		"	160.		160.
412	4-Typewriters, Electric		"	1,800.	1,666.	1,666
412	4-Line-A-Times		"	140.	131.	131.
412	4-Staplers		"	120.		-
412	1-Receipt Register					75.
414	Drafting Equipment	294.				294.
	Total New	$842.		$3,565.	$2,668.	$4,325.
	Replacements					
402	1- Bates Numbering Machine	$ 70.			$ 86.	$ 86.
412	1- Electric Typewriter	450.			392.	392.
456	4- Class "A" Autos	6,400			6,179.	6,179.
	Total Replacements	$6,920.		-	$6,657.	$6,657.
	Total Equipment 1960-61	$7,762.		$3,565.	$9,325.	$10,982.

* ITEMS SHOWN WITH AN ASTERISK IN THE REFERENCE COLUMN (29) HAVE BEEN REQUESTED BY SUPPLEMENTAL APPROPRIATION FOR MOVING TO 450 MCALLISTER STREET.

A –	2 DISPATCH CASES @ $50 EACH FOR USE OF THE SUPERINTENDENT AND ASSISTANT SUPERINTENDENT IN ATTENDANCE AT CONFERENCES AND MEETINGS.	$100.
B –	2 BRIEF BAGS NO. D-657 @ $30 EACH. NEEDED TO CARRY CODES, OTHER DATA ON TRIPS TO OFFICIAL CONFERENCES, NEIGHBORHOOD MEETINGS AND THE LIKE.	$60.
C –	6 DESKS, 32" x 50" @ $150 EACH. REQUESTED FOR NEW PERSONNEL IN URBAN RENEWAL.	$900.
D –	6 SWIVEL CHAIRS @ $50 EACH. FOR NEW PERSONNEL IN URBAN RENEWAL.	$300.
E –	1 TYPIST DESK FOR NEW PERSONNEL IN URBAN RENEWAL.	$180.
F –	1 POSTURE CHAIR FOR NEW PERSONNEL IN URBAN RENEWAL.	$50.
G –	11 DESKS, 32" x 50" @ $150 EACH, FOR NEW PERSONNEL.	$1,650.
H –	11 SWIVEL CHAIRS @ $50 EACH FOR NEW PERSONNEL.	$550.
I –	1 TYPIST DESK FOR NEW PERSONNEL.	$180.
J –	1 POSTURE CHAIR FOR NEW PERSONNEL.	$50.
*K –	10 SIDE CHAIRS, WOOD, @ $20 EACH.	$200.
*L –	METAL PLAN RACKS, 20 UNITS, 3' x 87" x 30" DEEP.	$2,400.
*M –	METAL CLOTHES RACKS, 5-12 UNITS EACH @ $35.	$175.
*N –	14 TABLES, REFERENCE (60" x 30") @ $120 EACH.	$1,680.
*O –	2 TABLES, MAP (36" x 69") @ $150 EACH.	$300.
*P –	3 DESKS, TYPING (60" x 32")@ $180 EACH.	$540.
*Q –	CHAIRS FOR 20 DESKS, SWIVEL @ $35 EACH.	$700.
*R –	CHAIRS FOR 18 DESKS, SIDE @ $20 EACH.	$360.
*S –	6 BOOKCASES AT $40 EACH.	$240.
*T –	1 PLAN FILE, 10-UNIT, HORIZONTAL, LARGE PLAN - URBAN RENEWAL.	$350.
*U –	2 PLAN FILES, PIGEONHOLE AT $70 EACH.	$140.
*V –	4 FILING CABINETS, 5 HIGH AT $90 EACH.	$360.
*W –	2 FILING CABINETS, 2 HIGH AT $65 EACH.	$130.
*X –	1 FILING CABINET, LEGAL.	$100.
*Y –	1 POST INDEX (KARDEX TYPE).	$75.
*Z –	2 BLACKBOARDS AT $170 EACH.	$340.
*AA –	4 BULLETIN BOARDS (3 x 4) AT $10 EACH.	$40.
*BB –	CARPETING, SUPERINTENDENT'S OFFICE, 35 SQ. YDS. at $15.	$525.
CC –	CALCULATOR - NEEDED TO PERFORM STATISTICAL CALCULATIONS OF THE URBAN RENEWAL DIVISION. THE CALCULATOR HAS A TRANSFER FEATURE THAT FACILITATES RAPID CALCULATION -	$1,000.
DD –	TIMESTAMP MACHINE - 1 RAPIDPRINT TIMESTAMP MACHINE REQUIRED TO KEEP TIME RECORD ON 3R REPORTS. THE BUREAU IS ON RECORD AS INTENDING TO PROVIDE ONE DAY SERVICE ON APPLICATIONS FOR RESIDENTIAL RECORDS. IN ORDER TO ASSURE FAIR AND EQUITABLE COMPLIANCE WITH THIS INTENT, A TIMESTAMP MACHINE IS NECESSARY TO RECORD THE EXACT TIME OF RECEIPT OF APPLICATIONS.	$150.
EE –	1 ELECTRIC TYPEWRITER FOR NEW PERSONNEL IN URBAN RENEWAL.	$425.
FF –	1 ELECTRIC TYPEWRITER FOR NEW PERSONNEL IN MECHANICAL DIVISION.	$425.
*GG –	PHOTO COPY MACHINE WITH BOOK COPYING ATTACHMENT.	$300.
*HH –	2 TYPEWRITERS AT $200 EACH.	$400.

PRIORITY	EQUIPMENT - INCLUDED IN BASIC BUDGET - PRIORITY ITEMS	
1	1 TIMESTAMP MACHINE - 3R	$ 150
2	2 HANDLEVELS AND 1 CLINOMETER	64
3	4 COMPACT COUPES (ELECTRICAL INSPECTORS)	6,400
4	2 COMPACT COUPES (BUILDING INSPECTORS)	3,200
5	1 COMPACT COUPE (URBAN RENEWAL)	1,600
6	1 STATION WAGON " "	2,500
7	2 DISPATCH CASES	100
8	2 BRIEF BAGS	60
9	1 CALCULATOR (URBAN RENEWAL	1,000

ITEMS BASED ON NEW PERSONNEL - PRIORITIES DEPENDENT UPON PERSONNEL AUTHORIZED

6	DESKS (URBAN RENEWAL) - FOR NEW PERSONNEL	$ 900
6	SWIVEL CHAIRS (URBAN RENEWAL " " "	300
1	TYPIST DESK " " " " "	180
1	POSTURE CHAIR " " " " "	50
11	DESKS " " "	1,650
11	SWIVEL CHAIRS " " "	550
1	TYPIST DESK " " "	180
1	POSTURE CHAIR " " "	50
1	ELECTRIC TYPEWRITER (URBAN RENEWAL) " "	425
1	ELECTRIC TYPEWRITER - NEW PERSONNEL	425

PRIORITY	EQUIPMENT - INCLUDED IN SUPPLEMENTAL APPROPRIATION REQUESTS - EQUIPMENT PRIORITIES	
2	1 TAPE RECORDER & RELATED EQUIPMENT	$ 500
2	1 MIMEOGRAPH MACHINE	800 *
2	PHOTOCOPYING MACHINE WITH BOOK COPYING ATTENDANT	300 *
2	14 REFERENCE TABLES	1,680 *
2	INTERCOM SYSTEM	1,500 *
2	2 PIGEON HOLE PLAN FILES	140 *
2	2 TYPEWRITERS	400
2	20 SWIVEL CHAIRS (INCLUDING 11 FOR URBAN RENEWAL)	700 *
2	18 SIDE CHAIRS FOR DESKS	180 *
2	3 TYPING DESKS (1 FOR URBAN RENEWAL)	540 *
2	5 12-UNIT METAL CLOTHES RACKS	175 *
2	2 BLACKBOARDS (1 FOR URBAN RENEWAL)	340 *
2	6 BOOKCASES	240 *
2	1 10-UNIT PLAN FILE (URBAN RENEWAL)	350 *
2	4 5-DRAWER FILE CABINETS (3 FOR URBAN RENEWAL)	360 *
2	2 2-DRAWER FILE CABINETS	130 *
2	1 LEGAL FILE CABINET	100 *
2	1 POST INDEX	75 *
2	2 MAP TABLES	300 *
2	CARPETING	525 *
2	10 SIDE CHAIRS (URBAN RENEWAL)	200 *
	REPLACEMENT:	
1	20 UNITS - METAL PLAN RACKS	2,400 *
1	58 DESKS - INCLUDING 13 FOR URBAN RENEWAL	8,120 *
1	4 BULLETIN BOARDS	40 *

* INDICATES THAT EQUIPMENT IS REQUIRED BECAUSE OF MOVE TO 450 McALLISTER STREET

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING INSPECTION — Appropriation Number: 1.415 — Sheet Number: 6 of 6 Sheets — Index Number: 415

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 8 and 9 ( ) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees C	Rate A	Amount (Dollars Only) O	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														CONTINUED															1
2													400.000	EQUIPMENT NEW 1961-62															2
3													412	1 - Mimeograph Machine			800		800			800			0				•A	3
4													414	2 - Adjustment Hand Levels 1 - Abney Level & Clinometer			64		64			64			64			/	B	4
5													446	1 - Tape Recorder & Related Equipment			500		500			500			500			3	•C	5
6													446	Intercom., 10 Stations			1500		1500			1500			0				•D	6
7													456	7 - Compact Automobiles, Coupes			11200		11200			6400			1,560			/	E	7
8													456	1 - "Class A" 9 Passenger Station Wagon			2500		2500			2500			0				E	8
9													491	Books			336		336			336			336			/	F	9
10														TOTAL NEW 1961-62			32095		32095			27215			4,322			3		10
11																														11
12														REPLACEMENTS 1961-62																12
13													402	58 - Desks			8120		8120			8120			0				•G	13
14													412	1 - Electric Typewriter			425		425			425			425			425	H	14
15													414	1 - Carbon Monoxide Tester			50		50			50			50			/	I	15
16														TOTAL REPLACEMENTS			8595		8595			8595			475			425		16
17														TOTAL EQUIPMENT 1961-62			40690		40690			35810			4,797					17
18																														18
19	7466			7762				3565	9325	1657	10982			GROSS TOTAL EQUIPMENT			40690		32928			35810			4,797			425		19
20	7466			7762				3565	9325	1657	10982			TRANSFER TO PURCHASER			40690		32928			35810			4,797					20
21	-			-				-	-	-	-			NET TOTAL - EQUIPMENT			-		-			-									21
22																														22
23																														23
24													800	FIXED CHARGES																24
25	75			-					-	-	-		854	Membership - Western Plumbing Association			-		-			-								25
26	75			-					-	-	-			TOTAL FIXED CHARGES			-		-			-								26
27																														27
28																														28
29																														29
30																														30
31																														31
32																														32
33																														33
34																														34
35																														35

* ITEMS SHOWN WITH AN ASTERISK IN THE REFERENCE COLUMN (29) HAVE BEEN REQUESTED BY SUPPLEMENTAL APPROPRIATION FOR MOVING TO 450 McALLISTER STREET.

* A – 1 MIMEOGRAPH MACHINE. $800.

B – SURVEYING INSTRUMENTS: 2 ADJUSTMENT HAND-LEVELS $24
1 ABNEY LEVEL & CLINOMETER $40
$64

FOR ENFORCEMENT AND INVESTIGATION OF EXCAVATION AND GRADING PROVISIONS OF THE CODE. WITHOUT THESE INSTRUMENTS AVAILABLE TO THE BUREAU IT IS NECESSARY TO ORDER SURVEYS TO BE MADE BY THE BUREAU OF ENGINEERING AT A COST OF APPROXIMATELY $150 PER DAY PER SURVEY PARTY. THESE INSTRUMENTS ALLOW ONE MAN IN A FEW MINUTES TO PERFORM THE NECESSARY SURVEYS OF SUFFICIENT ACCURACY FOR OUR PURPOSES.

* C – TAPE RECORDER AND RELATED EQUIPMENT:

TAPE RECORDER INCLUDING TRANSCRIBING EQUIPMENT AND RELATED CONTROLS	$330
AUDIENCE MICROPHONES	75
PANEL GROUP MICROPHONE	25
EDITING MICROPHONE	10
MICROPHONE STANDS	15
FOUR CHANNEL MICROPHONE MIXER	25
	$480
TAX	20
	$500

* D – INTERCOM 10 STATIONS – 2 MASTERS, 8 SLAVES. $1,500

E – AUTOMOBILES:

1 – AUTOMOBILE - COMPACT (COUPE) FOR USE IN THE SPOT CONDEMNATION PROGRAM. AT PRESENT NONE OF AUTOMOBILES ASSIGNED TO THE BUREAU ARE DESIGNATED FOR USE IN THE SPOT CONDEMNATION PROGRAM. IF AN AUTOMOBILE WERE AVAILABLE FOR THIS USE, ADDITIONAL INSPECTIONS COULD BE MADE THUS GIVING BETTER SERVICE WHICH AT PRESENT IS OVER A YEAR BEHIND SCHEDULE. $ 1,600

2 – AUTOMOBILES-COMPACTS (COUPES) FOR INSPECTORS ALLO. AT PRESENT WE HAVE 14 INSPECTORS IN THE FIELD AND ONLY 13 AUTOMOBILES FOR THEM. WHEN INSPECTOR CORENEVSKY LEAVES PLAN CHECKING JOB WE WILL HAVE 15 INSPECTORS IN THE FIELD. THEREFORE, PROVISION SHOULD BE MADE THAT WE HAVE 2 MORE CARS FOR THESE INSPECTORS. TRAVELLING ON FOOT IS NOT ACCEPTABLE, AND PROVIDING GAS MILEAGE FOR OWN CARS WILL NOT GO OVER WITH THE MEN AS THEY DID NOT SIGN ANY WAIVER OR STATEMENT THAT THEY WOULD USE THEIR OWN CAR. 3,200

4 – AUTOMOBILES-COMPACTS (COUPES) FOR USE OF 14 ELECTRICAL INSPECTORS NOW COVERING EXTREMELY WIDE AND HILLY AREAS. TOO MUCH TIME IS LOST ON PUBLIC TRANSPORTATION, DETRACTING FROM INSPECTION TIME, AND RESULTING IN SERIOUS BACKLOG OF WORK, OR INADEQUATE COVERAGE OF THOSE JOBS HURRIEDLY INSPECTED IN AN ATTEMPT TO MEET BUS SCHEDULES. CARS ARE CHEAPER THAN MEN. A CONSIDERABLE IMPROVEMENT IN EFFICIENCY AND SAVING OF MONEY WOULD RESULT BY AVOIDING THE SITUATION OF HIGH-SALARIED MEN SPENDING A MAJOR PERCENTAGE OF THEIR DAY WAITING FOR AND RIDING ON STREET CARS AN SLOW-SCHEDULED BUSES. 6,400

1 – 4-DOOR, 9 PASSENGER STATION WAGON CLASS "A" THIS VEHICLE IS NEEDED TO PROVIDE TRANSPORTATION CARRY FOR A TEAM OF URBAN RENEWAL INSPECTORS TO A PROJECT AREA, OR FOR A GROUP OF CITY OFFICIALS AND OTHER PERSONS TO STUDY VARIOUS URBAN RENEWAL AREAS OF THE CITY, OR TO ATTEND MEETINGS BY SEVERAL MEMBERS OF THE STAFF. 2,500

TOTAL $13,700

F – BOOKS:

ASME BOILER CODES	$ 66
STRUCTURAL ENGINEERING BOOK	195
URBAN RENEWAL	75
	$336

* G – DESKS - REPLACEMENT:

58 DESKS – 9—(32" x 50")
21—(32" x 48")
26—(32" x 42")
2—(36" x 72") AT $140 $8,120

REPLACES BUILT-IN COMBINATION COUNTER-DESKS NOW IN USE IN ELECTRICAL INSPECTION AND BUILDING INSPECTION. PRESENT COUNTER-DESK CANNOT BE MOVED – NO TRADE IN VALUE.

H – ELECTRIC TYPEWRITER (REPLACEMENT)
TO REPLACE 1951 MODEL ROYAL TYPEWRITER KMG 4629950, LESS TURN-IN FOR OLD MACHINE. ESTIMATE $435 – LESS TURN IN VALUE $10.

I – CARBON MONOXIDE TESTER (REPLACEMENT)

1 CARBON MONOXIDE TESTER IN CARRYING CASE AND PACKAGE OF 12 TUBES MANUFACTURED BY MINE SAFETY APPLIANCE CO., 1255 HOWARD STREET CATALOGUE #BY 47133, TO REPLACE TESTER THAT HAS BEEN WORN OUT. USED TO CHECK THE CORONER'S CASES OF DEATH BY MONOXIDE POISONING AND CHECKING REPORTED DEFECTS IN APPLIANCES WHICH DEFECTS COULD RESULT IN POSSIBILITY OF FUTURE FATALITIES. $50 – NO TRADE IN VALUE.

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INDEX NO. 38 - DEPT. PUBLIC WORKS - BUILDING REPAIR

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	251,857	274,625	286,545	327,665	355,464	373,116	364,430	367,858	428,748	439,864	473,104	496,348	527,894	539,522	575,619	593,451	622,128
Number of Employments - Permanent	(117)	(116)	(119)	(119)	(121)	(121)	(115)	(117)	(118)	(119)	(115)	(120)	(128)	(131)	(124)	(124)	(126)
Allowance for Overtime	406	502	480	306	270	250	238	250	247	262	57	94	339	508	660	154	568
Extended Work Week																	
Holiday Pay	-	-	1,894	1,864	2,001	2,013	2,197	1,998	2,544	2,753	3,028	3,067	3,234	3,380	5,508	5,629	1,040 6,140
Temporary Salaries	2,088	2,509	2,178	3,655	3,821	4,129	3,608	3,976	5,580	4,006	4,517	4,836	5,624	5,573	9,819	11,319	10,951
Military Leave	294	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wages	110,466	105,525	107,469	122,506	146,837	143,337	149,196	157,153	161,892	169,489	230,072	261,562	293,238	340,907	374,707	396,002	419,846
Retroactive Wages	-	-	-	-	-	-	-	-	-	1,160	-	-	-	-	-	-	-
Number of Employments , incld. Interdept.	(145)	(143)	(146)	(146)	(150)	(150)	(159)	(168)	(177)	(186)	(35)	(182)	(182)	(186)	(192)	(187)	(163)
Wages - Supervisory	-	-	-	-	-	-	19,653	20,520	21,377	8,854	9,176	19,360	15,371	21,364	29,443	30,914	34,115
Number of Employments - Supervisory	-	-	-	-	-	-	(9)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)
Wages - Traffic Painting	-	-	-	-	-	-	-	-	-	-	132,676	132,995	146,499	161,448	163,528	170,273	174,349
Number of Employments - Traffic Painting	-	-	-	-	-	-	-	-	-	-	(130)	(21)	(21)	(21)	(21)	(21)	(21)
Maintenance & Repair - Automotive Equipment	1,439	2,722	3,929	3,675	5,280	4,159	3,692	4,418	4,061	5,000	5,507	4,997	6,380	6,065	6,702	6,946	7,358 X
Towel Service	5,115	5,190	5,255	5,686	5,694	5,775	6,417	5,775	6,289	6,246	411	7,287	7,658	7,226	-	-	-
Contractual Services - Traffic Striping	-	-	-	-	-	-	-	-	-	-	3,687	3,935	4,792	5,048	3,295	3,672	3,455
Other Contractual Services	2,456	3,234	3,860	5,703	5,754	5,566	5,541	5,246	6,136	5,662	13,922	7,974	10,772	11,970	14,969	15,520	15,630
Heat, Light & Power	1,343	1,625	1,771	1,810	2,023	2,043	1,971	1,998	4,483	5,094	5,045	5,435	6,559	6,377	6,242	6,207	6,744
Maintenance & Repair of Public Buildings	38,502	41,794	64,705	82,628	91,129	91,473	92,821	99,154	65,028	86,924	450,388	444,777	574,086	874,471	1,561,560	1,072,529	1,201,668
Fuels, Illuminants & Lubricants	1,285	1,600	1,454	1,593	2,505	1,595	1,270	1,307	1,900	3,570	6,065	5,552	5,300	4,657	7,064	7,250	7,200
Janitorial Supplies	4,997	4,403	5,274	5,938	7,354	8,109	7,775	6,661	11,382	9,756	7,483	7,841	7,863	10,042	10,327	11,741	11,960
Other Materials and Supplies	9,081	11,573	11,212	12,759	17,358	16,075	14,479	14,375	15,403	15,164	74,994	85,055	74,559	78,491	79,708	82,912	79,559
Fuel Oil	21,670	21,040	21,147	26,106	38,187	45,591	31,823	32,359	34,495	32,760	32,476	34,822	36,208	21,128	17,292	14,509	14,187
Equipment	918	3,952	2,096	10,352	8,765	10,349	7,001	14,745	4,813	3,143	27,384	18,251	15,302	32,681	12,430	15,438	36,608
Improvements													8,058	-	-	-	-
Services of Other Departments	-	-	-	2,035	2,783	3,037	3,055	3,023	3,459	3,642	3,940	7,365	8,002	8,469	8,449	-	-
Replacement & Reconstruction																83,123	270,733 X
TOTAL	451,917	480,294	524,269	644,281	695,225	716,617	715,167	740,816	777,837	803,349	1,483,932	1,571,053	1,757,738	2,139,327	2,886,822	2,527,589	2,925,039

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 1 of 30 Sheets — Index Number .417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	C. A. O. 22	23	24	25	26	27	28
1														RECAPITULATION														
2	(126) 622128		127		670508					324122	346386	670508	110.000	PERMANENT SALARIES	182		919643	55	249135	179		905466	155		803,204			
3	291				369					188	181	369	111.000	ALLOWANCE FOR OVERTIME			1040		671			1040			369			
4	272				-					-	-	-	111.999	SPECIAL EVENTS A. I. A.			-		-			-						
5	6140				7125				-101	4442	2597	7039	112.000	ALLOWANCE FOR HOLIDAYS			8451		1276			8451			8,451			
6	1840				-				1935	831	929	1760	113.000	EXTENDED WORK WEEK			992		992			992			992			
7	10951				6500					6005	4564	10569	120.000	TEMPORARY SALARIES			20173		13673			20173			6,500			
8	419846		56		447155					219975	226924	446899	130.000	WAGES, BUILDING MAINTENANCE	56		454327		6872	56		454327	56		454,267			
9	34135		7		35828					17672	18053	35725	130.001	WAGES - SUPERVISORY	7		36516		618	7		36516	7		36,516			
10	174349		21		182600					92374	90226	182600	130.---	WAGES - TRAFFIC PAINTING	21		196229		13629	21		192533	21		192,533			
11			107											INTERDEPARTMENTAL	107				-	107			107					
12	28033				29980				135	14083	17049	31132	200.000	MAINTENANCE BLDG. CONTRACTUAL SERVICE/			43898		13914			43898			35,818			
13	3455				4315					2195	2120	4315	200.002	CONTRACTUAL SERVICE-TRAFFIC			4500		185			4500			4,315			
14	1000				-					-	-	-	200.553	TREATMENT OF SEWAGE MILLER HEALTH HOME			-		-			-						
15	499				650					228	422	650	203.000	ALLOWANCE FOR USE OF EMPLOYEES' CARS			618		-32			618			618			
16	59161				64630					26113	38517	64630	213.000	CITY HALL AND OLD HALL OF JUSTICE			134290		69660			134290			76,630			
17	735				24771					11708	13063	24771	213.001	INSPECTION-MAINTENANCE SERVICE, ELEVATORS-ESCALATORS			52357		27586			52357			50,557			
18	-				500					25	475	500	213.111	ADULT PROBATION			-		-500			-						
19	163				200					7	193	200	213.113	ART COMMISSION			200		-			200			200			
20	692				1350					477	873	1350	213.119	CITY PLANNING			3900		2550			3900			3,900			
21	-				-					-	-	-	213.134	DISASTER COUNCIL & CORPS			1000		1000			1000			650			
22	88010				87000					33504	53496	87000	213.145	FIRE DEPARTMENT			166400		79400			166400			99,000			
[illegible]	[illegible]				19960					2887	11073	19960	213.161	POLICE DEPARTMENT			38040		19080			38040			21,220			
[illegible]	623				1500				150	[illegible]	[illegible]	[illegible]	213.169	PUBLIC WELFARE			25700		24200			25700			25,700			
[illegible]	143				4250					138	868	4250	213.170	PUBLIC WELFARE-SINGLE MEN'S REHABILITATION CENTER			4000		-250			4000			4,000			
[illegible]	19034				19000					7037	11963	19000	213.171	SHERIFF			90460		71460			90460			60,460			
[illegible]	3445				5000					13171	11829	25000	213.186	JUVENILE HALL			86470		61470			86470			25,260			
[illegible]	13338				4310					8265	5045	13310	213.187	LOG CABIN RANCH SCHOOL			20020		6710			20020			12,720			
[illegible]	1491				[illegible]					[illegible]	[illegible]	600	213.231	DEPT. OF CHARITY			10100		7500			10100			7,200			
[illegible]	[illegible]				[illegible]					410	590	1000	213.241	PARKING METER			1000		-			1000			1,000			
[illegible]	[illegible]				[illegible]					[illegible]	[illegible]	7500	213.247	REAL PROPERTY-ATTORNEY FEES			7500		15000			22500			22,500			
[illegible]	[illegible]				1300					107	993	1100	213.251	CLERK OF COUNTY			1300		300			1300			1,300			
[illegible]	[illegible]				[illegible]					-	-	-	213.261	REGISTRAR OF VOTERS			2000		2000			2000			2,000			
[illegible]	[illegible]				310					3234	2076	5310	213.312	PURCHASER OF SUPPLIES			10650		5340			10650			10,650			

CONTINUED

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

807

Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 2 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord Sec No — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease — Force	Amount	(2) Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	RECAPITULATION (CONTINUED) 14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1	11778				9900					5802	4098	9900	213.417 .01	MAINTENANCE YARD - D.P.W.			12000		2100			12000							1
2	8413				9000					4638	4362	9000	213.417 .02	150 OTIS STREET			13000		4000			13000							2
3	-				-					-	-	-	213.417	.03 450 McALLISTER STREET			13000		13000			13000							3
4	-				-					-	-	-	213.417	.04 NEW HALL OF JUSTICE			12000		12000			12000							4
5	5305				8000					3640	4360	8000	213.425	SEWAGE PUMPING STATIONS			8500		500			8500							5
6	49659				57920					20467	37453	57920	213.427	SEWAGE TREATMENT PLANTS			81010		23090			81010							6
7	453				500					10	490	500	213.431	BUREAU OF STREET CLEANING			1400		900			1400							7
8	13783				13000					7428	5572	13000	213.513	HEALTH BUILDING AND HEALTH CENTER			82370		69370			82370							8
9	228				250					114	136	250	213.515	ADULT GUIDANCE CENTER 150 OTIS STREET			1700		1450			1700							9
10	669				1000					447	553	1000	213.545	VENEREAL DISEASE CONTROL 33 HUNT STREET			8400		7400			8400							10
11	7082				7500					4269	3202	7471	213.551	EMERGENCY HOSPITALS			9320		1820			9320							11
12	42296				43400					22002	21398	43400	213.553	HASSLER HEALTH HOME			105560		62160			105560							12
13	29196				30000					13614	16386	30000	213.555	LAGUNA HONDA HOME			117500		87500			117500							13
14	203900				304683				725456	370899	659240	1030139	213.555 .50	LAGUNA HONDA HOME DEFERRED MAINT. PROJECTS			199300		-105383			199300							14
15	35364				37000					21651	15349	37000	213.557	SAN FRANCISCO HOSPITAL			123000		86000			123000							15
16	456799				425274				548527	114270	859531	973801	213.557 .50	SAN FRANCISCO HOSPITAL DEFERRED MAINT. PROJECTS			207000		-218274			207000							16
17	57543				40110				277	17736	22374	40110	213.631	LIBRARY			85920		45810			85920							17
18	48307				52450				-135	24402	27913	52315	100.000	MATERIALS & SUPPLIES BUILDING MAINTENANCE			64892		12442			64838							18
19	50412				54425					30688	23737	54425	100.002	MATERIALS & SUPPLIES TRAFFIC PAINTING			56950		2525			56950							19
20	14187				17171					9345	7787	17132	121.000	FUEL OIL			7329		-9842			7329							20
21	1966				5670					4732	320	5052	400.000	EQUIPMENT			5492		-178			5492							21
22	34642				-				7000	5224	1165	6389	400.000 .96	OVERHEAD EQUIPMENT - RESERVE			-		-			-							22
23	2654306		318		2780588				1288344	2483447	2538054	4071501		SUB-TOTAL	373		3572417	55	721289	370		3654490	346		4026800			207043	23
24	270733				234950				344484	64349	496100	560449	223.	REPLACEMENT & RECONSTRUCTION			644550		409600			644550			194160				24
25	2925039		318		3015538				1632828	1547796	3084154	4631950		TOTAL	373		4216967	55	1201429	370		4199040	346		4220960			207043	25
26	17140				19427					9167	10440	19607		TRANSFER TO PURCHASER - CONTRACTUAL			25479		6052			25479			22014			21924	26
27	7200				7885					3928	3957	7885		TRANSFER TO PURCHASER - MATERIALS & SUPPLIES			8316		431			8316			7880				27
28	36608				5670				7000	9956	1485	11441		TRANSFER TO PURCHASER - EQUIPMENT			5492		-178			5492			5492				28
29	60948				32982				7000	23051	15882	38933		TOTAL TRANSFERS TO PURCHASER			39287		6305			39287			35306			4131	29
30	6744				6500					3037	4474	7511		TRANSFER TO UTILITIES			7680		1180			7680			7680				30
31	62434				70039				-12015	-	58024	58024		TRANSFER TO ARCHITECTURE			-		+70039			-							31
32	29078				24280					-	24280	24280		TRANSFER TO BUILDING REPAIR - TRAFFIC PAINTING			30506		6226			30506			30506				32
33	-				-					-	-	-		TRANSFER TO STREET CLEANING			1760		1760			1760			1760				33
34	159284				133801				-5015	26088	102660	128748		TOTAL TRANSFERS			79233		+54568			79233			79252			7430	34
35	2765835		318		2881737				1637843	1521708	2981494	4503202		NET REQUEST	373		4137734	55	1255997	370		4119807	346		4141708			214043	35

CONTROLLER'S FORM No. 4130

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 3 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
1														INTER & INTRA FUND RECEIPTS														
2	1238				1250					637	650	1287		From 1.169.200.000 To 1.417.213.001			1301		51			1301			1,301			✓	
3	10013				1500				5250	2428	4322	6750		From 1.169.200.000 To 1.417.213.169			25700		24200			25700			9,000			✓	
4	1448				-				-	-	-	-		From 1.169.200.000 To 1.417.223.169			7600		7600			7600			0				
5	1923				-				-	-	-	-		From 1.170.200.000 To 1.417.213.170			-		-			-							
6	-				-				-	-	-	-		From 1.170.200.000 To 1.417.223.170			-		-			-							
7	29078				24280					3557	20723	24280		From 1.417.213.--- To 1.417.130.003			30506		6226			30506			30,506			✓	
8	2968				4483					1728	2755	4483		From 1.421.200.001 To 1.417.130.002			3000		-1483			3000			3,000			✓	
9	20				196					9	187	196		From 1.421.200.001 To 1.417.200.002			100		-96			100			100			✓	
10	501				713					316	397	713		From 1.417.200.001 To 1.417.300.002			687		-26			687			687			✓	
11	7584				7662					3841	3827	7668		From 1.682.900.000 To 1.417.110.000			7681		19			7681			7,681			7681	
12	243				243					141	57	198		From 1.682.900.000 To 1.417.112.000			244		1			244			244			✓	
13	438				577					490	-	490		From 1.682.900.000 To 1.417.120.000			573		-4			573			573			✓	
14	142303				153837					87089	66748	153837		From 1.683.215.000 To 1.417.130.002			162723		8886			159027			159,027			159285	
15	3385				4119					2186	1933	4119		From 1.683.215.000 To 1.417.200.002			4400		281			4400			4,215			✓	
16	49911				53712					30372	23340	53712		From 1.683.215.000 To 1.417.300.002			56263		2551			56263			53,663			✓	
17	251103				252572				5450	132798	124939	257737		TOTAL INTER & INTRA FUND RECEIPTS			300778		48206			297082			269,992			264452	
18																													
19																													
20																													
21																													
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CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 4 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 42&42.01 & 42.1 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate C.	Amount (Dollars Only) A. O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(2) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	No. of Employees 1959-60					To Compensation Reserve			—				110.000	PERMANENT SALARIES															1
2	2	1		842 1022 950	24528								A8	Asst. Supt. of Maintenance & Repair of Public Bldgs.	2	1022 950	24528		—		1022 950		1023 984	24,012					2
3	1	2	2	1154 295	17120								A10	Supt. of Maintenance and Repair of Public Bldgs.	1	1154 295	13848		960	1	1154 295	1	1157 997	14,544				A	3
4	11	3	12	358	49349								C5	Janitor-Caretaker	12	358	50038		689	1	358	1	358 410	4,780				A	4
5	2	10	2	K358	11880								C52	Elevator Operator	5	K358	22222		749	5	K358	5	K358 1-3mo 4-12mo	K326 4,448				A	5
6	2	11	2	335	9240								C101	Janitor	1	335	2316		—	2	335	2	335	4,480					6
7		—		—	—	—	—	—	—	—	—	—	C102	Janitress (New)	3	318 385	11718	3	11718	2	318 385	1	318 395	3,996				B	7
8	66	12	62	318 385	314941								C104	Janitor	68	318 385	320575	1	5634	68	318 385	68	318 395	326,259				C	8
9	—	—	—	—	—	—	—	—	—	—	—	—	C104	Janitor -(New)	37	318 385	150625	37	150625	37	318 385	16	318 395	24,920				B	9
10	3	13.1	2	K385	9240								C104	Janitor	1	K385	4909	-1	-4331	1	K385	1	K385	5,036				C	10
11	4	14	4	350 425	21356								C107	Working Foreman Janitor	4	350 425	21356		—	4	350 425	4	350 436	21,900					11
12	—	—	—	—	—	—	—	—	—	—	—	—	C107	Working Foreman Janitor(New)	7	350 425	36727	7	36727	5	350 425	1	350 436	4,629				B	12
13	3	15	3	395 481	17404								C108	Foreman Janitor	3	395 481	17712		308	3	395 481	3	395 481	17,988				A	13
14	—		—	—	—	—	—	—	—	—	—	—	C108	Foreman Janitor (New)	1	395 481	5699	1	5699	1	395 481	1	395 481	5,164				B	14
15	1	16	1	469 570	6840								C110	Supervisor of Janitors	1	469 570	6840		—	1	469 570	1	469 570	7,356					15
16	—	16.1	1	440 500	5400								C113	Asst. Supervisor of Janitors	1	440 500	6000		600	1	440 500	1	440 543	6,516				A	16
17	4	17	4	302 367	18554								C152	Watchman	4	302 367	18717		163	4	302 367	4	302 370	19,176				A	17
18	2	18	2	K367	9193								C152	Watchman	2	K367	9193		—	2	K367	2	K367	9,819					18
19	1	20.1	1	644 782	9384								F122	Sr. Architectural Draftsman	1	644 782	9384		—	1	644 782	1	644 782	9,384					19
20	1	21	1	802 974	11688								F410B	Engineer-Mechanical	1	802 974	11688		—	1	802 974	1	802 1099	13,188					20
21	6	22	6	405 493	36035								Q166.1	Jr. Operating Engineer	6	405 493	36531		96	6	405 493	6	405 516	38,484				A	21
22	—	—	—	—	—	—	—	—	—	—	—	—	Q166.1	Jr. Operating Engineer (New)	4	405 493	21165	4	21165	4	405 493	4	405 516	22,436				B	22
23	11	23	11	458 556	75636								Q168.1	Operating Engineer	11	458 556	75769		133	11	458 556	11	458 634	29,584				A	23
24	—	—	—	—	—	—	—	—	—	—	—	—	Q168.1	Operating Engineer (New)	2	458 556	12808	2	12808	2	458 556	2	458 584	12,602				B	24
25	2	24	2	570 693	16632								Q172	Chief Operating Engineer	2	570 693	15330		-1302	2	570 693	2	570 728	16,632				D	25
26	—	—	—	—	—	—	—	—	—	—	—	—	Q172	Chief Operating Engineer(New)	1	570 693	7014	1	7014	1	570 693	1	570 728	2,464				B	26
27	(1961) 6,231-38		127		670508					324122	346396	670518		TOTAL PERMANENT SALARIES	189		7[illegible]	55	[illegible]135	127		133		669406	155		704,464	B	27
28																													28
29																													29
30																													30
31																													31
32																													32
33																													33
34																													34
35																													35

A. ANNUAL SALARY INCREMENT

B. SUMMARY-PERSONAL SERVICE
PERMANENT SERVICES

CLASSIFICATION		ALLOWED 1960-61	RECOMMENDED 1961-1962	ADD'L
A-8	ASST. SUPT., MER, PUB. BLDGS.	2	2	-
A-10	SUPT., -DO -DO	1	1	-
C-52	ELEVATOR OPERATORS	17	17	-
C-102	JANITRESS	2	5	3
C-104	JANITOR	69	106	37
C-107	WORKING FMN. JANITOR	4	11	7
C-108	FOREMAN JANITOR	3	4	1
C-113	ASS'T. SUPT. JANITORS	1	1	-
C-110	SUPT. OF JANITORS	1	1	-
C-152	WATCHMAN	6	6	-
F-122	SR. ARCH. DRAFTSMAN	1	1	-
F-410b	MECH. ENGINEER	1	1	-
0.166.1	JR. OPER. ENGINEER	6	10	4
0.168.1	OPER. ENGINEER	11	13	2
0.172	CHIEF OPER. ENGINEER	2	3	1
		127	182	55

B. PERSONAL SERVICES-PERMANENT
55 NEW EMPLOYMENTS

CLASS TITLE	NO.	LOCATION
C-102 JANITRESS	3	2 @ NEW HALL OF JUSTICE 1 @ McALLISTER ST.
C-104 JANITOR	37	31 @ NEW HALL OF JUSTICE 4 @ 450 McALLISTER STREET 1 @ 150 OTIS ST. 1 @ 2323 ARMY ST.
C-107 WORKING FMN. JANITOR	7	4 @ NEW HALL OF JUSTICE 1 @ 450 McALLISTER 2 @ CITY HALL
C-108 FOREMAN JANITOR	1	1@ NEW HALL OF JUSTICE
0.166.1 JR.OPER.ENGINEER	4	4@ NEW HALL OF JUSTICE
0.168.1 OPERATING ENGINEER	2	1@ NEW HALL OF JUSTICE 1@ 450 McALLISTER
0.172 CHIEF OPER.ENGINEER	1	½@ GAS TAX (BRIDGES & TUNNELS) ½@ CANDLESTICK PARK (40%) & MISC. (10%)
	55	

B. PERSONAL SERVICES-PERMANENT
43 NEW EMPLOYMENTS - NEW HALL OF JUSTICE

PROVIDING OPERATING AND MAINTENANCE PERSONNEL FOR NEW FACILITIES:

CLASS TITLE		NO.
C-108	FMN. JANITOR	1
C-107	WORKING FMN. JANITOR	4
C-104	JANITOR	31
C-102	JANITRESS	2
0.166.1	JR. OPER. ENGINEER	4
0.168.1	OPERATING ENGINEER	1
		43

COMMENT: SEE SEPARATE EXPLANATION SHEET FOR DATA, NEW HALL OF JUSTICE

B. PERSONAL SERVICES-PERMANENT
7 NEW EMPLOYMENTS - 450 McALLISTER ST.

PROVIDE OPERATING AND MAINTENANCE PERSONNEL FOR NEW FACILITIES:

CLASS TITLE		NO.
C-102	JANITRESS	1
C-104	JANITOR	4
C-107	WORKING FMN. JANITOR	1
0.168.1	OPERATING ENGINEER	1
		7

COMMENT: BUILDING SCHEDULES FOR ANTICIPATED RELOCATED OCCUPANT LOAD OF 242, COMPOSED OF 5 CITY DEPARTMENTS, OCCUPYING GROSS AREA OF 51,020 SQ. Ft., EXCLUDING PENTHOUSE. THIS IS APPROXIMATELY 10% OF TOTAL CITY HALL AREA. WHEN OCCUPIED BY PREVIOUS OWNER, IT REQUIRED 8½ FULL-TIME EMPLOYMENTS FOR THE JANITORIAL AND OPERATIONAL STAFF, WHICH BY RE-ASSIGNMENT AND ABSORBTION OF DUTIES WE PROPOSE TO REDUCE TO 7. IN ADDITION, PREVIOUS OCCUPANTS HAD AN ANNUAL EXPENDITURE OF OVER $5600 IN DIRECT CONTRACTUAL PERSONAL SERVICES AND $3500 IN INDIRECT CONTRACTUAL PERSONAL SERVICES, WHICH WE ALSO PROPOSE TO ASSUME WITH BOTH THE EXISTING AND NEWLY REQUIRED PERSONNEL.

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 4

EXPLANATION SHEET

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B. PERSONAL SERVICES - PERMANENT
4 NEW EMPLOYMENTS - MISC. JANITORIAL (CITY HALL, 150 OTIS, 2323 ARMY ST.)

CLASS TITLE		NO.	LOCATION
C.-104	JANITOR	2	1 @ 150 OTIS ST. 1 @ 2323 ARMY ST.
C.-107	WORKING FMN. JANITOR	2	CITY HALL
		4	

COMMENT: WE ARE PRESENTLY PERFORMING ALL JANITORIAL WORK FOR BUILDINGS WHICH WE MAINTAIN AT A LEVEL WHICH COSTS APPROX. 20% LESS THAN WOULD AVERAGE BOMA (BUILDING OWNERS' & MANAGERS ASSN.) COSTS (BASED ON 90 REPORTING S.F. BOMA BUILDINGS FOR 1958 AND OUR COSTS FOR SAME PERIOD.) THIS FIGURE INCLUDES ALL LABOR, SUPERVISION, RETIREMENT AND COMPENSATION, AS WELL AS MATERIALS AND SUPPLIES. OUR FIGURES ALSO INCLUDE TOILET SUPPLIES, OUTSIDE CLEANING, AND NECESSARY SERVICES FOR CIVIC FUNCTIONS AND SPECIAL OPERATIONS, NONE OF WHICH ARE INCLUDED IN BOMA COSTS.

EFFICIENT OR EVEN ADEQUATE SERVICE CANNOT BE GIVEN WITHIN PRESENT PERSONNEL AND MONETARY LIMITATIONS. ADDITIONAL OF ALL OF THE REQUESTED JANITORIAL PERSONNEL PLUS THE AMOUNT REQUESTED FOR ONLY THE MOST URGENT AND NECESSARY TEMPORARY REPLACEMENTS WOULD STILL LEAVE OUR COSTS BELOW BOMA FIGURES. THE REQUESTED PERSONNEL AND THE TEMPORARY SALARY MONIES WOULD, HOWEVER, TAKE CARE OF OUR MOST URGENT PRESENT NEEDS AND ELIMINATE MANY OF THE PRESENT COMPLAINTS. PRESENT DPW JANITORIAL OPERATIONS ARE BEING CONDUCTED AT MAN HOURS PER SQUARE FOOT APPROX. 1/3 BELOW LEVELS RECOMMENDED BY MANAGEMENT METHOD FIRMS.

ASSIGNMENT OF REQUESTED PERSONNEL AS NOTED:

a) 1-C104 JANITOR AT 150 OTIS ST. TO AUGMENT PRESENT STAFF OF 2 JANITORS. THIS 9-STORY AND BASEMENT BUILDING, TOGETHER WITH ANNEX, CONSISTS OF 35,000 SQ. FT. OF OCCUPANCY, INCLUDING 50 OFFICE SPACES AND 19 REST ROOMS, AND IS OPEN 6 DAYS A WEEK. HIGH OCCUPANCY AND PUBLIC TRAFFIC CREATES GREATER THAN NORMAL WORK LOAD FOR SAME AREA ELSEWHERE, AND IS THE SOURCE OF MANY COMPLAINTS AS TO THE DEGREE OF JANITORIAL MAINTENANCE.

b) 1-C104 JANITOR - FOR CORRECTION OF DEFICIENCIES AT PUBLIC WORKS YARD AT 2323 ARMY STREET, NOW SERVED BY 1 JANITOR. TOTALS 16,000 SQ. FT. OF MAINTAINED AREA, COMPRISED OF 21 OFFICES, TOGETHER WITH ASSOCIATED LUNCHROOMS, WASHROOMS, ETC. HAS HIGH OFFICE OCCUPANCY PLUS APPROX. 350 SHOP AND FIELD PERSONNEL USING SUCH FACILITIES IN OVERLAPPING SHIFTS.

c) 2-C107 WORKING FMN. JANITORS - FOR ASSIGNMENT TO CITY HALL NIGHT SHIFT. TO PROVIDE SUPERVISION AND ALSO AUGMENT PRESENT OVERLOADED NIGHT CREW, BOTH SORELY NEEDED. AT PRESENT THERE IS BUT 1 FOREMAN AND 1 WORKING FOREMAN TO SUPERVISE 29 JANITORS WORKING ON THE 4:00 P.M. TO MIDNIGHT SHIFT ON 5 FLOORS TOTALLING OVER 500,000 SQ. FT. OF AREA.

B. PERSONAL SERVICES-PERMANENT
1 NEW EMPLOYMENT - BRIDGES-TUNNELS, CANDLESTICK PARK

O.172 CHIEF OPERATING ENGINEER

COMMENT: ONE BUDGETED POSITION REQUESTED TO REPLACE ONE EXISTING TEMPORARY INTERDEPARTMENTAL POSITION. NECESSARY FOR MAINTENANCE AND OPERATION OF BRIDGES AND TUNNELS, (STUELTS-GAS TAX) AND CANDLESTICK PARK, AND FINANCED BY TRANSFER OF FUNDS APPROPRIATED FOR THESE FACILITIES. POSITION WAS MADE MANDATORY WITH THE ASSUMPTION OF THESE DUTIES AT THE NEW HALL OF JUSTICE AND CANDLESTICK PARK, WITH CONSEQUENT TREMENDOUS INCREASE IN WORK LOAD.

C. ONE "K" POSITION OF C-104 JANITOR HAS BEEN REVERTED TO NORMAL.

D. NEW EMPLOYEE AT LOWER RATE.

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 4

EXPLANATION SHEET

CLEANING & OPERATING SERVICES

NEW HALL OF JUSTICE

Location	Net Floor Area (Sq.Ft.)	Cleaning Service (Number)					Operating Service (Number)				Total City Employees	REMARKS
		Foreman	Working Foreman	Janitors	Janitress	Window Cleaner	Chief Oper.Engr.	Operating Engr.	Jr.Oper. Engr.	Elevator Operators		
ACTIVITIES MOVING TO NEW HALL OF JUSTICE From:												
Old Hall of Justice Kearny & Washington	102,500	1	-	12	0.5	1	0.5	5	1	9	30	Gross Building Floor Area, 162,500 sq.ft. (exclusive of 10,500 sq.ft. occupied by Central Police Station which will remain in use and require the continued services of one janitor.
Southern Police Station 4th & Clara	6,800	-	-	0.5	-	-	-	-	-	-	0.5	No provision made for services after moving to new Hall of Justice. May be converted to V.D. Clinic (now rented at annual cost of $2880 annually).
Police Motorcycle Division 110 Clara	6,700	-	-	0.5	-	-	-	-	-	-	0.5	No provision made for services after moving to new Hall of Justice.
Police Academy Fulton & 37th Ave.	10,800	-	-	0.5	-	-	-	-	-	-	0.5	No provision made for services after moving to new Hall of Justice. Probably will be occupied by Recreation & Park Department.
Juvenile Police Bureau 2475 Greenwich	5,930	-	-	0.5	-	-	-	-	-	-	0.5	No provision made for services after moving to new Hall of Justice. May be converted to Health Center (now occupying leased quarters 2 blocks away at cost of $1800 annually).
City Hall Civic Center	7,310	-	-	1	-	-	-	-	-	-	1	Vacated spaces will be immediately occupied by others and require continuation of all services.
Adult Probation Dept. 604 Montgomery	6,000	-	-	1	-	-	-	-	-	-	1	Rented space. Annual rent $17,700.
District Attorney 617 Montgomery	20,775	-	-	-	-	-	-	-	-	-	-	Rented space. Annual rent $55,080.
Public Defender 700 Montgomery	2,250	-	-	-	-	-	-	-	-	-	-	Rented space. Annual rent $6,600.
Total	169,355	1	-	16	0.5	1	0.5	5	1	9	34	Total of 34 includes 2 janitors who will remain for continuing services at Central Police Station and City Hall.
NEW HALL OF JUSTICE 6th & Bryant	472,000	2	4	45	2	1	1	6	5	7 (e)	73	Gross Areas: Building Floor, 580,000 sq.ft.; plus Parking Area for accommodation of 799 vehicles, 186,000 sq.ft.; plus Sidewalks, Approaches & Landscape, 69,350 sq.ft.

Operating and maintenance personnel requested on the following basis:
Completion, acceptance, and occupancy of the new building is not precisely determinable; anticipated, however, for July 1961 or shortly thereafter. Personnel requested will be employed only as needed, since the building will probably be moved into progressively, in stages, by the several agencies involved.

Personnel needs determined on basis of studies showing:

1) Areas to be maintained in new building are 3.395 times greater than in the combined areas now maintained at many locations, while personnel increase is only 3.253 greater. Area responsibilities will be 10,384 sq.ft. per available working janitor in the new building, or considerably more than in equivalent private structures.

2) Costs of cleaning per square foot in the new building will be almost identical with the average costs of private buildings operated by members of the San Francisco Building Owners' & Managers' Ass'n., despite the fact that much of our occupancy (72,000 sq.ft.) will be on the basis of 168 hour per week operation. Recent BOMA costs averaged $.551 sq.ft. excluding toilet supplies and outside cleaning; our projected cost for this period would be $.569 including these items.

3) Hours per square foot per year, the criterion recommended by recognized management consultants, will be .232 hours per square foot per year for the new building as compared with the average of .29 hours per square foot per year determined for private buildings.

NOTE:

(a) As indicated above the net floor area (472,000) of new Hall of Justice is 3.395 times the present City maintained net floor area (139,000) of Activities that will move to new Hall of Justice and no longer require our services.

(b) $79,380 in annual rents will be saved from the leased quarters of the District Attorney, Adult Probation Officer and Public Defender.

(c) Police Dept. facilities to be released can be converted to other civic uses, sold, or, as has been suggested, 2 of them can relieve the City of lease expenses by housing the presently rented V.D.Clinic or Marina Health Centers. (These latter 2 are now rented at annual costs of $2880 and $1800, respectively).

(d) It is assumed that the old Hall of Justice will be disposed of and no continuing services required except for the building occupied by the Central Police Station.

(e) 7 operators are shown, it being anticipated that 2 will be normal number depleted from the original 9 by the time the new Hall opens. Ultimately, as normal attrition by retirement, reassignment, etc., occurs, it is intended to reduce this number to a maximum of 2.

SUMMARY B—MAINTENANCE, REPAIR, REPLACEMENT & RECONSTRUCTION OF PUBLIC BUILDINGS

	DEPARTMENT & ACTIVITY	BUILDINGS: NUMBER	BUILDINGS: TOTAL FLOOR AREA (SQ.FT.)	BUILDINGS: ESTIMATED REPLACEMENT COST	REPLACEMENT & RECONSTRUCTION: DEPARTMENT BUDGET REQUEST 1961-62	MAINTENANCE & REPAIR 1960-61: REQUESTED	1960-61: APPROP.	1960-61: DEFICIT**	1961-62: AVERAGE YEARLY REQUIREMENT	1961-62: DEPARTMENT BUDGET REQUEST	UNIT COSTS: AVERAGE MAINTENANCE & REPAIR PER Sq.Ft.	UNIT COSTS: AVERAGE MAINTENANCE & REPAIR % OF REPLACEMENT	REMARKS
1	ART COMMISSION	1	6,200	$ 106,500	$ —	$ 200	$ 200	$ 0	$ 2,480	$ 200	0.40	2.33	Art Commission and City Planning jointly occupy one building located at 100 Larkin St. Art Commission occupies 620 sq.ft. of floor space, City Planning 5580 sq.ft.
2	CITY PLANNING				5,570	4,050	1,350	2,700		3,900			
3	DISASTER COUNCIL & CORPS	-	(10,000)	—	—	2,000	—	2,000	1,000	1,000	0.10	—	Main Office 45 Hyde St.; miscellaneous space occupied in 5 other City-owned buildings.
4	ELECTRICITY	6	24,247	509,000	2,420	6,880	2,600	4,280	5,420	10,100	0.224	1.06	Includes Yard (264 Golden Gate Ave.), Central Alarm (Turk & Octavia) & Central Radio Control (Twin Peaks).
5	AGRICULTURAL COMMISSION Farmers' Market	3	17,700	161,000	—	1,000	1,000	0	2,070	1,000	0.117	1.285	Original improvements placed in operation in 1951. Land area of 6.6 acres.
6	FIRE DEPARTMENT	59	590,000*	11,800,000*	77,890	176,300	87,000	77,200	177,000*	166,400	0.30	1.50*	Buildings include 47 Engine Companies; 1 separately housed Truck Co.; 1 Equipment House; 1 Rescue Squad; 2 Stand-by Pump Stations; 2 Storage Tanks; 1 Warehouse; 1 Chief's Residence; 3 Miscellaneous.
7	POLICE DEPARTMENT	13	118,807	1,844,000	17,700	42,290	18,960	23,330	47,500	38,040	0.40	2.57	Budget request and floor areas include Central Station (10,500 sq.ft.) located in Hall of Justice for a total of 14 Stations.
8	PUBLIC HEALTH												
	Health Center Bldg.	1	92,629	2,410,000	36,560	34,440	13,000	20,540	37,000	68,050	0.40	1.54	Located at 101 Grove Street; in use since 1932.
	Adult Guidance Center	-	(4,500)	—	6,220	2,900	250	2,650	1,125	1,700	0.25	—	Located at 150 Otis Street.
	Health Centers	3	10,741	213,500	6,250	8,920	—	8,120	9,870	14,320	0.30	—	Annual rental $8,880 for Rented Quarters.
		7	22,151	Rented									
	Venereal Disease Cont.	1	6,200	Rented	—	8,400	1,000	2,400	1,240	8,400	0.20	—	Annual rental $2,880 ($0.464/yr.sq.ft.).
	Emergency Hospitals	5	33,352	812,000	8,980	9,240	7,500	1,490	13,350	9,320	0.40	1.64	Includes Mission Emerg.Hospital.
	Hassler Health Home	17	130,000*	1,950,000*	4,420	105,560	43,400	62,160	45,000*	105,560	0.35	2.31*	Total floor area about 140,000 sq.ft. including S.M.R.C. occupied by Public Welfare Department.
	Laguna Honda Home	25	650,000	13,000,000	—	366,500	334,125	32,375	325,000	316,800	0.50	2.50	In use since 1911; land area 66 acres.—(Deferred maintenance program for L.H.Home & S.F.Hospital
	San Francisco Hospital	33	753,000	16,800,000	6,450	492,000	461,716	30,284	376,000	330,000	0.50	2.24	In use since 1910; land area 21 acres. (established in 1954 is concluding during the fiscal year 1961-62).
9	PUBLIC LIBRARY	19	314,540	6,717,000	54,550	110,590	40,110	70,180	110,000	85,920	0.35	1.64	Floor areas of City-owned Bldgs. includes Main Library, 17 Branch Libraries and Annex at 45 Hyde St.
		8	18,280	Rented									Annual rental for rented quarters $14,100 ($1.05/yr./sq.ft.).
10	PUBLIC WELFARE								12,000	21,800	0.27	1.83	
	585 Bush St.	1	43,791	657,000	4,100				4,475	3,900	0.25	—	
	150 Otis St.	-	(17,900)	—	3,500	30,150	5,750	24,400					One building at Hassler Health Home occupied by Single Mens' Rehabilitation Center. Center opened in 1956.
	Redwood City	1	10,000	150,000	3,820				4,000	4,000	0.40	2.66	
11	PUBLIC WORKS												
	City Hall	3	532,990	17,337,000	116,370	133,150	47,630	85,520	266,000	134,290	0.50	1.53	In use since 1915. Includes Civic Center Power House (2340 sq.ft.) & 460 McAllister St. (6450 sq.ft.).
	New Hall of Justice	1	580,500	16,000,000*	—	—	—	—	116,100	12,000	0.20	0.66	New Hall of Justice to be placed in use starting about August 1, 1961.
	Old Hall of Justice	2	—	—	—	17,000	17,000	—	—	—	—	—	Building to be sold early in 1961 and vacated when New Hall of Justice is completed.
	150 Otis Street	2	40,900	818,000	13,500	13,000	9,000	4,000	20,250	13,000	0.25	1.25	Built in 1917 for use as a Juvenile Court & Home. Land area 0.465 acres, 3100 sq.ft. of floor space occupied.
	450 McAllister Street	1	56,460	1,130,000	—	—	—	—	22,580	13,000	0.40	2.00	Building built 1932; purchased by City 1960.
	Maintenance Yard	11	73,730	737,000	3,920	14,900	9,900	5,000	13,500	12,000	0.185	2.06	In use since 1950. Total land area 6.08 acres.
	Sewage Pump.Stations	15	27,790	2,461,000	3,260	8,000	8,000	—	8,340	8,500	0.30	0.34	Includes 4th Street Plant to be placed in operation about April 1, 1960.
	Sewage Treat.Plants	36	543,330	21,805,000	37,980	86,170	57,920	26,000	109,000	81,010	0.20	0.50	Includes 3 major sise plants on total land area of 23.2 acres.—(S.E.T.P. in use since 1939; N.P.T.P. & S.E.T.P. since 1951.
	Street Cleaning Yard	1	4,400	61,000	—	1,000	500	500	1,100	1,400	0.25	1.80	In use since 1939. Land area 0.287 acres.
12	PURCHASER OF SUPPLIES								7,800	10,650	0.10	0.82	
	Consolidated Shops	3	78,000*	950,000	—	9,910	5,310	4,600	2,960		0.10	1.00	New Consolidated Shops located at Quint & Jerrold Sts. placed in operation in 1959.
	Warehouse	1	29,632	296,000	—								Located at 15th & Harrison Sts. In use since 1931. Land area 0.955 acres.
13	REAL ESTATE DEPARTMENT								127,000	22,500	0.40	1.96	
	Auditorium	1	317,000	6,470,000	—	12,500	7,500	5,000	11,750		0.10	0.316	In use since 1915. Bond issue voted in Nov. 1959 for reconstruction of building.
	Brooks Hall	1	117,500	3,711,000	3,460								Placed in operation in March, 1958.
						1,300	1,000	300	1,600	1,300	0.15	—	Located at 150 Otis St. Also occupies 150 sq.ft. used for vaults in Twin Peaks Tunnel at Forest Hill Station.
14	RECORDS CENTER	-	(10,700)	—	—	1,300	1,000	300	1,600	1,300	0.15	—	
15	REGISTRAR OF VOTERS	1	54,815	548,000	—	4,000	—	4,000	5,480	2,000	0.10	1.00	Voting Machine Storage Warehouse located at Muni Railway's Geary St. Carbarn (2650 Geary) placed in operation in Nov. 1959.
16	SHERIFF												
	County Jails #2 & #4	7	138,970	2,780,000	83,570	69,500	19,000	37,500	69,500	90,460	0.50	2.50	In use since 1933. Land area of 158 acres.
17	JUVENILE COURT								100,000	86,470	0.50	1.85	
	Youth Guidance Center	16	200,828	5,410,000	84,550	76,460	25,000	47,480	12,800*	20,020	0.40	2.66*	In use since 1950. Land area of 14,287 acres.
	Log Cabin Ranch	16	32,000*	480,000*	59,510	21,460	13,310	8,150					In use since 1945. Land area of 620 acres.
	TOTALS	305	5,670,483*	138,124,000*	$ 644,550	$1,869,750	$1,239,031	$ 593,139	$2,060,290*	$1,699,010	0.361* (Ave.)	1.69% (Ave.)	
		16	41,631	Rented									

NOTES:

1. Asterisk * indicates information not presently available or incomplete.
2. "FLOOR AREAS" in parenthesis are located within other buildings listed in this column and so are not shown in the total.
3. "ESTIMATED REPLACEMENT COST" is the cost of replacing the facility in kind with new buildings. (It is not the current market value of the improvements on the property.)
4. **DEFICIT shown represents the difference between amounts requested and appropriated for only those items included within the priority groups 1 thru 8. Deletion or reduction of funds for any item having a priority from 1 thru 8 is considered to adversely affect the planned maintenance program for the year; deletion of funds for items having priorities from 9 thru 12 is not considered to adversely affect maintenance for the year, although inclusion of these items is desirable from the standpoint of progressing rather than remaining static during the year.
5. The "AVERAGE YEARLY REQUIREMENT" for maintenance and repair is the current average yearly amount of money required over the life of the building to maintain the property in first-class condition. Budget requests will vary from this amount from year to year as they are determined by the actual work required during any certain year.
6. "THE BUDGET REQUEST" for 1961-62 includes all items specifically requested by the activity.
7. "UNIT COSTS FOR AVERAGE MAINTENANCE AND REPAIR" are obtained as follows:

   Average cost per sq.ft. = Average Yearly Requirement / Floor Area (Sq.Ft.)

   Percent of Replacement = Average Yearly Requirement / Estimated Replacement Cost

8. OBJECTIVES FOR ACCOMPLISHING AN EFFECTIVE PREVENTIVE MAINTENANCE & REPAIR PROGRAM ARE TO:
   (A) Insure that those concerned have such knowledge of the conditions of safety and preservation of all public buildings under jurisdiction of the Dept. of Public Works, as will enable appropriate action to be taken at the proper time.
   (B) Avoid the extra expense of major repairs through closer attention to current maintenance.
   (C) Provide detailed information for estimating funds for maintenance and repair work.
   (D) Classify proposed work according to degree of urgency so that budgets may be intelligently prepared.
   (E) Provide technical consultation and assistance to occupying activities as to proper maintenance and repair of public buildings.
   (F) Provide, through successive reports on all structures, a consecutive historical record of essential facts relating to maintenance and repair work and costs.

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 4

EXPLANATION SHEET

SUMMARY - WORK PROGRAM 1961-62

MAINTENANCE AND REPAIR - PUBLIC BUILDINGS - BUREAU OF BUILDING REPAIR

	Number of Buildings or Units	Personal Service-Permanent Supervisory & Technical: Superintendent	Ass't.Superintendent	Engineer-Mechanical	Sr.Architectural Draftsman	Personal Service Wages - 253 Days Supervisory: Gen.Fmn.Carpenter	Gen.Fmn.Cement Finisher	Gen.Fmn.Painter	Gen.Fmn.Plumber	Gen.Fmn.Sheetmetal Worker	Gen.Fmn.Steamfitter	Gen.Fmn.Electrician	Foreman Glazier	Foreman Painter	Foreman Locksmith	Personal Service - Permanent Operational Division: Chief Operating Engineer	Operating Engineer	Jr.Operating Engineer	Elevator Operator	Janitress	Janitor	Working Fmn.Janitor	Foreman Janitor	Supervisor of Janitors	Ass't.Supervisor of Janitors	Watchman	Personal Service - Wages 253 Days Repair Division: Chauffeur	Window Cleaner	Sub-Fmn.Window Cleans.	Glazier	Cement Finisher	Carpenter	Painter	Sheetmetal Worker	Plumber	Steamfitter	Electrician	Laborer	Interdepartmental and Traffic Painters	Total - Number of Employees
Bureau of Building Repair - Offices & Shops	11	1	2	1	1																2					3													
City Hall (and Power House)	2															1	4	5	■	2	37½	4	1	1	1	3		4	1			1	1	1			1		
New Hall of Justice	1															1	6	5	8	2	45	4	2					1											
San Francisco Hospital	33												1																		2	4		3	3	1			
Laguna Honda Home	25																														1	4		2	1				
Fire Department	59																														1			1	1				
Health Center Building	1																				7	1						1										
460 Mcallister	1																				½																	
450 Mcallister	1																1		1	1	4	1																
Art & Planning Commission	1																				1																	
North Point Sewage Treatment Plant	10																																					
Southeast Sewage Treatment Plant	19																																		1			
Richmond-Sunset Sewage Treatment Plant	7																															1			1			
Police Department	13																															1						
150 Otis Street	2																				7		1															
Civic Auditorium & Brooks Hall	2																				2	1																
Various Public Buildings--As Required														1	1	1	2										1											
Hassler Health Home	17																																					
Emergency Hospitals	5																																					
Health Centers	10																																					
Public Libraries	27																																					
Public Welfare	2																																					
Street Cleaning Yard	1																																					
Central Fire Alarm Office	1																																					
Department of Electricity	5																																					
Central Warehouse	1																																					
Purchaser's Consolidated Shops	3																																					
Farmers' Market	3																																					
Log Cabin Ranch	16																																					
Registrar of Voters Warehouse	1																																					
Old Hall of Justice	2																																					
County Jail #2 and #4	7																																					
Youth Guidance Center	16																																					
Sewage Pumping Stations	16																																					
TOTALS	321	1	2	1	1								1	1	1	3	13	10	17	5	106	11	4	1	1	6	1	6	1	1	1	6	12	1	10	7	5	2	131½	373

Personal Service - Permanent

CLASS TITLE	1960-61	Addtl. Request 1961-62	1961-62
Superintendent	1	-	1
Ass't.Superintendent	2	-	2
Mechanical Engineer	1	-	1
Sr.Architect.Draftsman	1	-	1
Elevator Operator	17	-	17
Janitress	2	3	5
Janitor	69	37	106
Working Fmn.Janitor	4	7	11
Foreman Janitor	3	1	4
Ass't.Supvr.Janitors	1	-	1
Supervisor of Janitors	1	-	1
Watchman	6	-	6
Jr.Operating Engineer	6	4	10
Operating Engineer	11	2	13
Chief Operating Engineer	2	1	3
TOTAL	127	55	182

Personal Service

Wages - Supervisory - 253 Days

CLASS TITLE	No.Employees
Gen.Fmn.Carpenter	1
Gen.Fmn.Cement Finisher	1
Gen.Fmn.Painter	1
Gen.Fmn.Plumber	1
Gen.Fmn.Sheetmetal Worker	1
Gen.Fmn.Steamfitter	1
Gen.Fmn.Electrician	1
TOTAL	7

Personal Service-Traffic Painting

CLASS TITLE	
Foreman Painter	3
Painters	18
TOTAL	21

Personal Service - Wages - 253 Days

CLASS TITLE	1961-62
Carpenter	6
Cement Finisher	1
Glazier	1
Foreman Glazier	1
Foreman Locksmith	1
Painter	12
Foreman Painter	1
Plumber	10
Sheetmetal Worker	1
Steamfitter	7
Electrician	5
Laborer	2
Chauffeur	1
Window Cleaner	6
Sub-Fmn.Window Cleaner	1
TOTAL	56

AUTOMOTIVE EQUIPMENT - CITY-OWNED

Passenger Cars	15
Trucks	39
TOTAL	54

Prepared by: Bureau of Building Repair

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

815

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: 5 of 30 Sheets — Index Number: 10 7

Line Number	Actual Expenditures 1960 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 9 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) D.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1	291				369					188	181	369	111.000	EMERGENCY ALLOWANCE FOR OVERTIME /			1040		671			1040			369				A	1
2																													2
3																													3
4	6140				7175	To Reserve Balance			-101	4442	2597	7039	112.000	ALLOWANCE FOR HOLIDAYS			8451		1276			8451			8,451				B	4
5																													5
6																													6
7	1840				-	Ord. 402-60 7-29-60SJV#	170	1935		831	929	1760	113.000	EXTENDED WORK WEEK			992		992			992			992				C	7
8																													8
9																													9
10													120.000	TEMPORARY SALARIES															10
11	10951				6500					5947	4564	10511		Vacation & Sick Leave & Holiday Relief for Watchman & Oper. Engrs.			14173		7673			14173			6,500				D - F	11
12																													12
13	-				-					58	-	58		Vacation & Sick Leave Relief for Janitors			6000		6000			6000			0				E	13
14																													14
15	10951				6500					6005	4564	10569		TOTAL TEMPORARY SALARIES			20173		13673			20173			6,500					15
16																													16
17																													17
18	277									-	-	-	111.999	SPECIAL EVENTS (A.I.A.)			-		-			-			-					18
19																													19
20																													20
21																													21
22																													22
23																													23
24																													24
25																													25
26																													26
27																													27
28																													28
29																													29
30																													30
31																													31
32																													32
33																													33
34																													34
35																													35

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 5

EXPLANATION SHEET

-16

A. PERSONAL SERVICES - PERMANENT
ALLOWANCE FOR OVERTIME - EMERGENCIES & SPECIAL EVENTS $1040

TO PAY SHIFT OPERATORS SUCH AS ELEVATOR OPERATORS, OPERATING ENGINEERS, AND WATCHMEN, FOR NECESSARY OVERTIME REQUIRED DURING EMERGENCIES OR SPECIAL EVENTS.

COMMENT: ABOVE PERSONNEL ARE REQUIRED TO WORK OVERTIME:

1) WHEN SHIFT REPLACEMENT DOES NOT REPORT FOR DUTY DUE TO SUDDEN SICKNESS, ACCIDENT, ETC.
2) WHEN DIRECTED TO REPORT FOR SPECIAL EVENTS GIVEN IN CITY HALL - RECEPTIONS, CIVIC FESTIVALS, ETC.
3) WHEN DUE TO UNANTICIPATED EXTENSIONS OF SHOWS, EXHIBITS, ETC. IN CIVIC AUDITORIUM AND BROOKS HALL. (WHEN THIS FUNCTION WAS A RESPONSIBILITY OF THE REAL ESTATE DEPT., THEIR OVERTIME ALLOWANCE INCLUDED APPROX. $600 ANNUALLY FOR THIS PURPOSE. FOR PRO - PER OPERATION OF THESE FACILITIES AND THE FURNISHING OF ADEQUATE SERVICES TO THE EXHIBITORS, THESE FUNDS SHOULD BE TRANSFERRED TO OUR BUDGET, AS WERE THE OPERATING PERSONNEL. AT PRESENT WE ARE UNABLE TO PROVIDE THESE SERVICES IN THE REQUIRED DEGREE FOR EXHIBITORS' SATISFACTION OR THE SAFETY OF THE PREMISES).

AVERAGE ANNUAL EXPENDITURE, 1955-60	$390
APPROX. " " , CIVIC AUD.ENGINEER'S OVERTIME	600
	$990
(5% ADJUSTMENT)	50
	$1 4

B. ALLOWANCE FOR HOLIDAYS $8451

TO PAY PERSONNEL WHO ARE REQUIRED TO WORK HOLIDAYS.

COMMENT: FOR SERVICES OF ELEVATOR OPERATORS, WATCHMEN, JANITORS, AND OPERATING ENGINEERS REQUIRED TO WORK HOLIDAYS TO KEEP THE NECESSARY 24 HOUR CITY FUNCTIONS IN OPERATION AT THE CITY HALL, CIVIC AUDITORIUM, HEALTH CENTER, ETC., CENTRAL EMERGENCY HOSPITAL, CIVIC CENTER POWER HOUSE, MAINTENANCE YARD 2323 ARMY ST., AND B. THE NEW HALL OF JUSTICE. (OPERATIONS AT NEW HALL OF JUSTICE ARE ASSUMED FOR ONLY 3 MONTHS IN THE FISCAL YEAR, AND THEN BEING TERMINATED UPON ASSUMPTION OF THE OLD HALL).

INCREASE OVER PREVIOUS YEAR CAUSED BY

1) SALARY INCREASES 2) HOLIDAY REPLACEMENTS VARY FROM YEAR TO YEAR AS HOLIDAYS FALL ON SATURDAYS, ETC., OR ON THE DAY OFF OF SHIFT PERSONNEL, SUCH AS WATCHMEN 3) ASSUMPTION OF DUTIES AT THE NEW HALL OF JUSTICE WITH INCREASED PERSONNEL, PLUS ESTIMATED 3 MONTHS OVERLAP OF OPERATION OF OLD HALL

1961-62 HOLIDAYS

1961		1962	
TUES.	JULY 4	N.	JAN. 1
MON.	SEPT. 4	MON.	FEB. 12*
SAT.	SEPT. 9	THUR.	FEB. 22
THUR.	OCT. 12*	FRIDAY	APR. 20**
SAT.	NOV. 11	WED.	MAY 30
THUR.	NOV. 23	TUES.	JUNE 5*
MON.	DEC. 25		

* PER DIEM WORKING DAY

** GOOD FRIDAY

TOTAL 12 HOLIDAYS - PLUS 3 HOURS GOOD FRIDAY

TOTAL 253 PER DIEM WORKING DAYS

1961-62
HOLIDAY ASSIGNMENTS

NO.	CLASS	NO. HOLIDAYS	
4	C-52	3	3 MOS. OPERATIONS OLD HALL OF JUSTICE
1	C-52	12	TAKES PLACE OF WATCHMAN, DAY SHIFT, CITY HALL
1	C-104	6	3 DAYS, 2323 ARMY ST., WHEN PER DIEM MEN WORK, AND PROVIDE 3 PARADE DAYS AT CITY HALL
4	C-104	6	POLICE STATIONS WHEN HOLIDAY FALLS ON SATURDAY OR MONDAY
4	C-152	12	2 AT CITY HALL AND 2 AT 2323 ARMY NIGHT SHIFTS
1	C-152	9	2323 ARMY DAY SHIFT
2	0.166.1	12	1 CIVIC CENTER, 1 NEW HALL OF JUSTICE, DAY SHIFT
4	0.166.1	12	2 CIVIC CENTER, 2 NEW HALL OF JUSTICE, NIGHT SHIFTS
1	0.168.1	1	CITY HALL, NIGHT SHIFT, ELECTION DAY
3	0.168.1	3	3 MOS. OPERATIONS OLD HALL OF JUSTICE
1	0.168.1	12	NEW HALL OF JUSTICE DAY SHIFT
2	0.168.1	12	NEW HALL OF JUSTICE NIGHT SHIFT
2	0.168.1	12	CITY HALL AND AUDITORIUM
2	0.172	3	CITY HALL AND HALL OF JUSTICE, DAYS PER DIEM MEN WORK
1	C110	3	CITY HALL, DAYS PER DIEM MEN WORK

C-52 - ELEVATOR OPERATORS
C-104 - JANITORS
C-152 - WATCHMEN
0.166.1 - JR. OPERATING ENGINEERS
0.168.1 - OPERATING ENGINEERS
0.172 - CHIEF OPERATING ENGINEER
0.110 - SUPERVISOR OF JANITORS

1961-62
HOLIDAY PAY

CLASS TITLE	HOLIDAY RATE	NO. HOLIDAYS	AMOUNT
4 - C-52 ELEVATOR OPERATORS	24.79	3****	$ 297.48
1 - C-52 -DO	24.79	12	297.48
1 - C-104 JANITOR	26.66	6	159.96
- C-1 ; -DO	26.66	6	639.84
- C-1 ATCHMAN	25.41	12	1219.68
1 - C-) 0	25.41	9	228.69
6 - 0.166.1 JR. ENGINEERS	34.14	12	2458.08
1 - 0.168.1 OPER. ENGINEER	38.50	1	38.50
3 - 0.168.1 -DO	38.50	3****	346.50
5 - 0.168.1 -DO	38.50	12	2310.00
2 - 0.172. CHIEF OPER.ENGR.	42.99	3	257.94
1 - C-110 SUPVR. OF JANITORS	39.47	3	118.41
1 - C-52 ELEV. OPERATOR *)	3.10 per hr.	3 hrs.	9.30
2 - 0.166.1 JR.OPER.ENGRS. **)	4.27 "	3 "	25.62
3 - 0.168.1 OPER.ENGR. ***)	4.81 "	3 "	43.29
			$8450.77

* GOOD FRIDAY CITY HALL
** -DO CITY HALL & NEW HALL OF JUSTICE
*** -DO -DO -DO AND CIVIC AUDITORIUM
**** 3 MONTHS OPERATION OLD HALL OF JUSTICE

B. ALLOWANCE FOR HOLIDAYS - Ctd.

HOLIDAY PAY 1961-62

MONTHLY ALLOTMENT

RATE		24.79	26.66	25.41	34.14	38.50	42.99	39.47	
1961		ELEV. OPER-TOR	JANI-TOR	WATCH-MAN	JR. OPER. ENGR.	OPERA-TING. ENGR.	CHIEF. OPER. ENGR.	SUPVR. OF JANITORS	AMOUNT
TUES.,	7-4	5	-	4	6	8	-	-	$ 738.43
MON.,	9-4	5	4	4	6	8	-	-	
SAT.,	9-9	5	5	6	6	8	-	-	1767.62
THURS.,	10-12	1	1	5	6	5	2	1	701.29
SAT.,	11-11	1	6	6	6	5	-	-	
THURS.,	11-23	1	-	6	6	5	-	-	1309.14
MON.,	Dec.25	1	4	4	6	5	-	-	630.41
1962									
MON.,	1-1	1	4	4	6	5	-	-	630.41
MON.,	2-12	1	5	3	6	5	2	1	
THURS.,	2-22	1	-	6	6	5	-	-	1331.70
FRI.,	4-20	3*	-	-	6*	9*	-	-	78.21
WED.,	5-30	1	-	6	6	4	-	-	574.59
TUES.,	6-5	1	1	3	6	6	2	1	688.97
									$8450.77

*TOTAL HOURS

C. EXTENDED WORK WEEK $992

TO PROVIDE FUNDS TO PAY 3 ELEVATOR OPERATOR POSITIONS, REQUIRED TO WORK 4 HOURS EACH ON SATURDAYS THROUGHOUT THE YEAR.

COMMENT: IN THE HALL OF JUSTICE, 1 ELEVATOR OPERATOR WORKS FROM 8 A.M. TO NOON, AND ONE FROM NOON TO 4 P.M. TO PROVIDE SATURDAY SERVICE FOR VISITORS TO CITY PRISON, LOCATED ON TOP FLOOR OF HALL OF JUSTICE. (FUNDS REQUESTED FOR 3 MONTHS ONLY IN ANTICIPATION OF ABANDONMENT OF HALL)

ALSO, FOR THE CONVENIENCE OF THE PUBLIC, 1 ELEVATOR OPERATOR PROVIDES SERVICE IN THE CITY HALL EACH SATURDAY FROM 8 A.M. TO NOON.

CLASS	NAME	HOURS	RATE	HR. RATE		
C-52 ELEV. OPER	E. BURNS	44	3.10	3.10x4x52	=	644.80
	C.B. CANBY	44	3.10	3.10x4x14	=	173.60
	H.V.CHOY	44	3.10	3.10x4x14	=	173.60
						992.00

D. TEMPORARY SALARIES (VACATION, SICK LEAVE AND HOLIDAY RELIEF

TO PAY PERSONNEL WHO REPLACE ESSENTIAL POSITIONS WHICH MUST BE FILLED, SUCH AS WATCHMAN AND OPERATING ENGINEERS OFF ON VACATION AND/OR SICK LEAVE. ALSO REPLACEMENT OF ELEVATOR OPERATORS OFF ON SICK LEAVE. (NOT ORDINARILY REPLACED ON VACATION, AND ON SICK LEAVE ONLY WHEN SERVICES WOULD OTHERWISE BE SERIOUSLY CURTAILED).

COMMENT: THESE POSITIONS MUST BE REPLACED TO KEEP THE NECESSARY NORMAL CITY FUNCTIONING IN OPERATION AT THE CITY HALL, CIVIC AUDITORIUM, HEALTH CENTER BLDG., CENTRAL EMERGENCY HOSPITAL, CIVIC CENTER POWER HOUSE, MAINTENANCE YARD, 2323 ARMY ST., AND THE HALL OF JUSTICE.

REQUEST IS BASED ON: 1) AVERAGE ANNUAL EXPENDITURE FOR TEMPORARY SALARIES FOR PAST 3 YEARS WAS $10,696, OR $3981.00 MORE PER YEAR THAN WAS INITIALLY APPROPRIATED. (THIS IS FOR ONLY THOSE POSITIONS WHICH HAD TO BE REPLACED TO KEEP VITAL CITY FUNCTIONS IN CONTINUOUS AND UNINTERRUPTED OPERATION-NO OTHERS.) THE NECESSITY OF APPROPRIATED FUNDS FOR UNFORESEEN EMERGENCY REPLACEMENTS IS, THEREFORE, AN ACTUARIALLY PREDICTABLE NEED. IGNORING OF THIS STARK REALITY ONLY LEADS TO REQUESTS FOR EMERGENCY SUPPLEMENTAL APPROPRIATIONS WHEN THE NEED IS MOST ACUTE, A PROCEDURE WHICH IS BOTH EXPENSIVE AND TIME-CONSUMING. OUR REQUEST IS THEREFORE FOR THE PREVIOUS 3 YEAR AVERAGE OF $3981 ADJUSTED BY 5%, OR $4379.00, PLUS 2) $9794. FOR PRESENTLY KNOWN REPLACEMENT REQUIREMENTS (REGULAR VACATIONS, DEFERRED AND ACCRUED VACATIONS, AND HOLIDAY REPLACEMENTS FOR WATCHMEN) AS DETAILED.

TEMPORARY SALARIES

1961-62

REGULAR VACATION-RELIEF		TEMPORARY SALARIES	
6	C-152 WATCHMAN	3 wks 90 days @ $16.94	$ 1524.60
*10	0.166,1 JR. OPER. ENGRS.	3 " 150 " @ 22.76	3414.00
**10	0.168,1 OPER. ENGRS.	3 " 150 " @ 25.67	3850.50
DEFERRED VACATION - RELIEF			
	0.166,1 JR. OPER. ENGR	15 " @ 22.76	341.40
	0.168,1 OPERATING ENGR.	10 " @ 25.67	256.70
REPLACEMENT FOR WATCHMEN WHEN HOLIDAY FALLS ON THEIR REGULAR DAY OFF			
C-152	WATCHMAN	24 DAYS @ 16.94	406.56
	TOTAL KNOWN COST		$ 9793.76

* UP 4 FOR NEW HALL OF JUSTICE

** UP 2, 1 FOR NEW HALL OF JUSTICE, AND 1 FOR 450 McALLISTER ST.

E. TEMPORARY SALARIES (VACATION & SICK LEAVE RELIEF FOR JANITORS)

TO PROVIDE FUNDS FOR REPLACEMENT OF JANITORS ON SICK LEAVE OR VACATION, BUT ONLY WHERE CONDITIONS ARE ACUTE OR OF AN EMERGENCY CHARACTER. TOTAL REPLACEMENT OF LOST 7.99 MEN PER DAY WOULD COST, ANNUALLY $41,759.48.

COMMENT: EXPLANATION CHART INDICATES AN AVERAGE 9.3% OF OUR JANITORIAL STAFF LOST PER DAY DURING FISCAL YEAR 1959-60, WHICH CLOSELY PARALLELS FINDINGS FOR ALL PREVIOUS YEARS. EFFICIENT, OR EVEN ADEQUATE, JANITORIAL SERVICE IS IMPOSSIBLE UNDER SUCH CONDITIONS, AND NUMEROUS COMPLAINTS ARE RECEIVED. BACKLOG OF DEFERRED CLEANING MUST CONTINUE TO MOUNT UNLESS RELIEF JANITORS, IN EVEN THIS SMALL DEGREE, ARE PROVIDED.

E. CONT'D

MAN DAYS LOST — JANITORIAL PERSONNEL
1959-60

	1959						1960						
	JULY	AUG.	SEPT	OCT	NOV.	DEC.	JAN.	FEB.	MARCH	APR.	MAY	JUNE	TOTAL
MAN DAYS LOST ACCT.													
SICK LEAVE W/PAY	93	43.5	7	51	45	54	68	24	53	73	21	22	554.5
SICK LEAVE W/O PAY	1	4.5	10	2	8	10	6	4	2	7	9	4	67.5
LEAVE	1	1	4	4	4	1	1	2	6	1	8	5	38
A.W.O.L.	1	-	-	-	-	-	-	-	-	2	1	-	4
VACATION	136	157	112.5	134	92	86	-	15	48	60	67	93	1000.5
POSITION UNFILLED	13	-	18	22	29	71	31	31	-	3	15	-	233
SUSPENSIONS	15	-	-	-	-	-	-	-	-	-	-	-	15
COMPENSATION	-	-	-	5	-	27	32	18	-	-	-	-	81
DEATH LV. W/PAY	-	2	-	-	-	-	3	-	-	1	2	-	8
MILITARY LV. W/PAY	3	-	-	-	-	-	-	-	-	-	-	-	3
JURY DUTY	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	263	208	151.5	218	178	249	140	94	109	147	123	124	2004.5

251 WORK DAYS IN 1959-60, SO 251/ 2004.5 MAN DAYS LOST = 7.99 MEN ABSENT PER DAY

TOTAL JANITORIAL STAFF INCLUDING SUPERVISORY = 86 86/ 7.99 = 9.3% STAFF LOST PER DAY

EFFECTIVE STAFF PER DAY = 78. (86-7.99)

F. ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61

CONTROLLER'S FORM No. 4150

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 6 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec No 42.2 & 42.3 — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 5 and 8 (-) Decrease: Force	Amount	Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
																					C.A.O.										
1		(253 Days)											130.000	WAGES (253 DAYS)																1
2	43810	1	6	29.80 31.60	45640					26213	23110	49323	A154	Carpenter	6	31.60	47969		2329	6	31.60	47969	6	31.60	47,969				A	2
3	7352	2	1	30.16 31.76	7702					2533	3901	6434	A204	Cement Finisher	1	31.76	8035		333	1	31.76	8035	1	31.76	8,035				B	3
4	7180	3	1	29.76 30.32	7600					1838	3851	5689	A252	Glazier	1	30.32	7671		71	1	30.32	7671	1	30.32	7,671				C	4
5	7690	4	1	31.76 32.32	8106					3942	4105	8047	A254	Foreman Glazier	1	32.32	8177		71	1	32.32	8177	1	32.32	8,177				C	5
6	8277	5	1	33.80 35.60	8571					4348	4312	8660	A304	Foreman Locksmith	1	35.60	9007		436	1	35.60	9007	1	35.60	9,007				A	6
7	84459	6	12	3.67 hr. 89138						44603	44745	89348	A354	Painter	12	3.67 hr. 89137			- 1	12	3.67 hr. 89137		12	3.67 hr	89,132					7
8	7650	6.1	1	3.92 hr. 7934						3732	3983	7715	A357	Foreman Painter	1	3.92 hr. 7934			-	1	3.92 hr. 7934		1	3.92 hr	7,934					8
9	84125	7	10	34.88	88246					43905	44298	88203	A404	Plumber	10	34.88	88246		-	10	34.88	88246	10	34.88	88,246					9
10	-	-	-	-	3238					1419	1626	3045	A404	Plumber's Holiday Allowance	-	-	3238		-	-	-	3238			3,238					10
11	7854	8	1	32.80	8298					5141	4166	9307	A456	Sheet Metal Worker	1	32.80	8298		-	1	32.80	8298	1	32.80	8,298					11
12	58854	9	7	34.88	61772					30525	31008	61533	A504	Steam Fitter	7	34.88	61772		-	7	34.88	61772	7	34.88	61,772					12
13	-	-	-	-	2267					948	1138	2086	A504	Steamfitter Holiday Allow.	-	-	2267		-	-	-	2267			2,267					13
14	34810	9.01	6	23.52 24.16	36776					18346	18430	36776	C202	Window Cleaner -260 Days	6	24.16	37690		914	6	24.16	37690	6	24.16	37,690				D	14
15	6503	9.1	1	25.87 26.58	6742					3363	3379	6742	C204	Sub-Foreman Window Cleaner - 260 Days	1	26.58	6911		169	1	26.58	6911	1	26.58	6,911				D	15
16	41458	10	5	33.64	42704					21979	21511	43490	E108	Electrician	5	35.00	44275		1571	5	35.00	44275	5	35.00	44,275				E	16
17	11813	11	2	24.36 32.20	12453					3069	6314	9383	J4	Laborer 25.80	2	25.80 32.20	13055		602	2	25.80 32.20	13055	2	25.80 32.20	13,055				B	17
18	6195	12	1	25.04 34.48	6534					3221	3313	6534	01	Chauffeur 27.08	1	26.56 34.48	6851		317	1	26.56 34.40	6851	1	26.56 34.40	6,851				B	18
19	-	-	-	-	3734					-	3734	3734		TEMPORARY WAGES	-		3794		60	-	-	3794			3,734				F	19
20	-	-	-	-	-					-	-	-		Vacation Relief	-		-		-	-	-	-								20
21	1816	-	-	-	-					850	-	850		Overtime	-		-		-	-	-	-								21
22	419846		56		447455					219975	226924	446899		TOTAL WAGES	56		454327		6872	56		454327	56		454,267					22
23																														23
24																														24
25																														25
26																														26
27																														27
28																														28
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31																														31
32																														32
33																														33
34																														34
35																														35

A. WAGE INCREASE EFFECTIVE JUNE 16, 1961 - PER UNION CONTRACT

B. WAGE INCREASE EFFECTIVE MAY 1, 1961 - AS PER UNION CONTRACT.

C. WAGE INCREASE EFFECTIVE JANUARY 1, 1961 - AS PER UNION CONTRACT

D. WAGE INCREASE EFFECTIVE JUNE 1, 1961 - AS PER UNION CONTRACT

E. WAGE INCREASE EFFECTIVE JULY 1, 1961 - AS PER UNION CONTRACT

F. TEMPORARY WAGES $3794

$3600 ALLOWED IN 1960-61 BUDGET IN LIEU OF ADDITIONAL BUDGETED EMPLOYMENT. REQUESTED FUNDS ARE TO PROVIDE ADDITIONAL BUILDING TRADES SERVICES WHEN URGENTLY NEEDED, AND WHEN BEYOND CAPACITIES OF PRESENT PERMANENT STAFF MECHANICS. SUPPLEMENTAL AND TEMPORARY HELP ON THIS BASIS WILL ALLEVIATE THE NEED OF REQUESTING PERMANENT BUDGET EMPLOYMENTS. REQUEST BASED ON TOTAL ESTIMATED COST FOR AVERAGE BUILDING TRADE MECHANIC (AVERAGE IN JUNE 1961 - $1.61 PER DAY) FOR 120 DAYS, AS AND WHEN NEEDED.

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

821

Department Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 7 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. 43.2 — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Column 3 shown (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
1			(253 days)										130.001	WAGES-SUPERVISORY (253 DAYS)														1
2	8542	1	1	35.76 37.92	9071					4506	4565	9071	A161	General Foreman Carpenter	1	37.92	9594		523	1	37.92	9594	1	37.92	9,594				A	2
3	8924	2	1	36.19 38.11	9241					4510	4681	9191	A208	General Foreman Cement Finisher	1	38.11	9642		401	1	38.11	9642	1	38.11	9,642				B	3
4	8814	3	1	4.58 BE.	9285					4624	4661	9285	A358	General Foreman Painter	1	36.70	9285		-	1	36.70	9285	1	36.70	9,285					4
5	11125	4	1	44.88	11355					5600	5700	11300	A408	General Foreman Plumber	1	44.88	11355		-	1	44.88	11355	1	44.88	11,355					5
6	-	-	-	-	426					187	213	400		Gen. Fore. Plb. Holiday Allowance	-	-	425		-1	-	-	425			4.5					6
7	9424	5	1	39.36	9958					4907	4999	9906	A460	Gen.For'm. Sheet Metal Worker	1	39.36	9958		-	1	39.36	9958	1	39.36	9,958					7
8	10909	6	1	44.88	11355					5655	5700	11355	A506	Gen.Foreman Steamfitter	1	44.88	11355		-	1	44.88	11355	1	44.88	11,355					8
9	-	-	-	-	426					178	213	391		Gen. Fore.Stmfit.Holiday Allowance	-	-	425		-1	-	-	425			4.5					9
10	10292	7	1	42.09	10679					5177	5375	10552	E111	Gen.Foreman Electrician	1	43.45	10993		314	1	43.45	10993	1	43.45	10,993				C	10
11	68230		7		71296					35344	36107	71451		TOTAL WAGES - SUPERVISORY	7		73032		1236	7		73032	7		73,032					11
12	34115		-		35898					17672	18054	35726		LESS 50% FROM INTERDEPARTMENTAL			36516		618			36516			36,516					12
13	34115		7		35898					17672	18053	35725		NET TOTAL WAGES- SUPERVISORY	7		36516		618	7		36516	7		36,516					13
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A. WAGE INCREASE EFFECTIVE JUNE 16, 1961 - AS PER UNION CONTRACT

B. WAGE INCREASE EFFECTIVE MAY 1, 1961 - AS PER UNION CONTRACT

C. WAGE INCREASE EFFECTIVE JULY 1, 1961 - AS PER UNION CONTRACT

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

823

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: 8 of 30 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 43-43.1 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C.A.	A. O.	23	24	25	26	27	28	29	
1														INTERDEPARTMENTAL															1
2		3	1	32.00 34.00	-								A62	Tile Setter	1	34.00	-			1	34.00	-	1	34.00					2
3		4	18	29.80 31.60	-								A154	Carpenter	18	31.60	-			18	31.60	-	18	31.60					3
4		5	2	33.80 35.60	-								A160	Foreman Carpenter	2	35.60	-			2	35.60	-	2	35.60					4
5		7	10	30.16 31.76	-								A204	Cement Finisher	10	31.76	-			10	31.76	-	10	31.76					5
6		9	4	29.76 30.32	-								A252	Glazier	4	30.32	-			4	30.32	-	4	30.32					6
7		11	7	29.80 31.60	-								A302	Locksmith	7	31.60	-			7	31.60	-	7	31.60					7
8		12	15	3.67hr.	-								A354	Painter	15	3.67hr.	-			15	3.67hr	-	15	3.67hr					8
9		14	2	30.32	-								A392	Plasterer	2	30.32	-			2	30.32	-	2	30.32					9
10		15	12	34.88	-								A404	Plumber	12	34.88	-			12	34.88	-	12	34.88					10
11		16	10	30.80	-								A456	Sheet Metal Worker	10	30.80	-			10	30.80	-	10	30.80					11
12		17	8	34.88	-								A504	Steamfitter	8	34.88	-			8	34.88	-	8	34.88					12
13		18.1	3	27.20 28.56	-								E106	Armature Winder	3	28.56	-			3	28.56	-	3	28.56					13
14		19	13	33.64	-								E108	Electrician	13	35.00	-			13	35.00	-	13	35.00					14
15		19.2	2	37.86	-								E108.1	Foreman Electrician	2	39.22	-			2	39.22	-	2	39.22					15
16			107		-									TOTAL INTERDEPARTMENTAL	107		-	-	-	107		-	107						16
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CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

824

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,417 — Sheet Number 9 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate C. A. O.	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													200.000	CONTRACTUAL SERVICES															
2	122				300					54	96	150	201	Carfare & Telephone			273		-27			273			273				B
3	-				-					-	-	-	21[illegible]	Sweeper Services-Parking Lot New Hall of Justice S/C			1760		1760			1760			1,760				B
4	7358				8532					3527	5005	8532	216	Repairs to Auto Equip. P/S			10780		2248			10780			8,500				C
5	82				225					75	150	225	216	Recapping Tires			225		-			225			225				D
6	28				75					77	-	77	216	Maintenance-Small Equipment			75		-			75			75				E-P
7	-				-					-	-	-	216,02	Painting Auto Equip. P/S			1200		1200			1200			1,200				F
8	415				500					236	264	500	224	Blueprinting P/S			500		-			500			500				G
9	6744				6500					3037	4474	7511	231	Heat-Light-Power P/U			7680		1180			7680			2,680				H-P
10	6600				6672					3381	3291	6672	236	Towel Service			6526		-146			6526			6,526				I
11	-				-	10.14.60 TR#533			135	30	75	105	236	Mop Cleaning Service			480		480			480			480				J
12	4429				4426					2303	2303	4606	237	Scavenger Service P/S			6857		2431			6857			5,857				K-P
13	2455				2754					1363	1391	2754	238	Window Washing P/S			2742		-12			2742			2,742			727	L
14	-				-					-	-	-	269	Landscape Maintenance-New Hall of Justice			4800		4800			4800			0				M
15	28233				29984				135	14083	17049	31132		TOTAL CONTRACTUAL SERVICES			43898		13914			43898			35,818			2473	
16	7358				8532					3527	5005	8532		Transfer to Purchaser-Repairs Shop			10780		2248			10780			8,500				
17	-				-					-	-	-		Transfer to Purchaser-Painting Auto			1200		1200			1200			1,200				
18	415				500					236	264	500		Transfer to Purchaser-Blueprinting			500		-			500			500				
19	4429				4426					2303	2303	4606		Transfer to Purchaser-Service Scavenger			6857		2431			6857			5,857				
20	2455				2754					1363	1391	2754		Transfer to Purchaser-Washing Window			2742		-12			2742			2,742			179	
21	6744				6500					3037	4474	7511		Transfer to Utilities			7680		1180			7680			7,680			-	
22	-				-					-	-	-		Transfer to Street Cleaning			1760		1760			1760			1,760				
23														Transfer to Park-Recreation															
24	21401				22712					10466	13437	23903		Total Transfers			31519		8807			31519			28,239			2704	
25	6832				7272				135	3617	3612	7229		NET CONTRACTUAL SERVICES			12379		5107			12379			7,579				
26																													
27																													
28	1000				-					-	-	-	200,553	Treatment of Sewage Hassler Health Home			-		-			-							
29	-				-																								
30																													
31	499				650					228	422	650	203.000	Auto Mileage-Employees' Cars			618		-32			618			618				N
32																													
33																													
34	22795				24771					11708	13063	24771	213.001	Inspection-Maint. Serv. Elevators Escalators-Public Plig.			52357		27586			52357			50,552				O
35																													

A CARFARE & TELEPHONE EXPENSE

TO PROVIDE FOR AUTHORIZED CARFARE AND TELEPHONE EXPENSE INCURRED BY BUDGETED EMPLOYEES ENGAGED IN CITY BUSINESS, INCLUDING MECHANICS AND JANITORS.

COMMENT: BUDGET REQUEST BASED ON AVERAGE OF ACTUAL ANNUAL EXPENDITURES FOR PREVIOUS 4 YEARS, OR $273.00.

B SWEEPER SERVICE - PARKING LOT (NEW HALL OF JUSTICE)

TO PROVIDE WEEKLY MECHANICAL SWEEPER SERVICE IN PARKING LOT.

COMMENT: VEHICLE PARKING FOR 799 CARS, BOTH PUBLIC AND PRIVATE, IS PROVIDED AT THE NEW HALL, COVERING AN AREA OF 127,500 SQ. FT. THERE IS AN ADDITIONAL 69,350 SQ. FT. COMPRISING APPROACHES, SIDEWALKS, LANDSCAPING ETC. HAND SWEEPING OF AREAS THIS SIZE WOULD BE PROHIBITIVE IN COST. ESTIMATE PROVIDED BY BUREAU OF STREET CLEANING, FOR WEEKLY SWEEPING BY POWER SWEEPER, ON SUNDAY A.M. DURING PERIOD OF LOWEST OCCUPANCY. - $1,760.00.

C REPAIRS TO AUTOMOTIVE EQUIPMENT P/S

TO PROVIDE REPAIRS TO CITY-OWNED EQUIPMENT ASSIGNED TO BUREAU.

COMMENT: REQUEST BASED ON: 1) ACTUAL COSTS AND MILEAGES FOR BUREAU VEHICLES DURING PRECEEDING 2 YEARS, WITH ESTIMATED COSTS PROJECTED FROM SUCH DATA. 2) GARAGE MECHANICS WAGES, EFFECTIVE AS OF, AND FOR, 1961-62, WILL BE 11.3% ABOVE THAT OF 1959-60. ESTIMATE ARRIVED AT UNDER 1) ABOVE, IS THEREFORE INCREASED BY THIS AMOUNT.

NO. VEHICLES		*EST. MILES PER UNIT		**COST OF REPAIRS PER MILE TRAVELED		EST. COST 1961-62
39 TRUCKS	X	5862	X	.0287959	=	6583.26
15 PASS. CARS	X	7105	X	.0226024	=	2409.01
6 PORTABLES		-	X ***	115.44		693.25
						9685.52
					+ 11.3%	1094.46
						10,779. 98

* BASED ON AVERAGE ANNUAL MILEAGE OVER 2 YRS., 1958-60
** BASED ON ACTUAL COSTS PER VEHICLE FOR TOTAL MILEAGE ENTIRE FLEET (228,618 TRUCK MILES: 106,582 CAR MILES)

*** ACTUAL AVERAGE ANNUAL EXPENDITURE PER UNIT, 1958-60, GAS DRIVEN AIR COMPRESSORS, CONCRETE MIXERS, ETC. $10,780

D RECAPPING TIRES

TO PROVIDE TIRE AND TUBE REPAIRS AND RECAPPING FOR CITY-OWNED AUTOMOTIVE EQUIPMENT ASSIGNED TO BUREAU.

COMMENT: ESTIMATE BASED ON AMOUNT ALLOWED FOR CURRENT YEAR. $225.00

E MAINTENANCE - SMALL EQUIPMENT

TO PROVIDE FUNDS FOR REPAIR OF MISCELLANEOUS SMALL EQUIPMENT ASSIGNED TO BUREAU, INCLUDING FIRE EXTINGUISHERS, FLOOR POLISHERS, AND SCRUBBERS, VACUUM CLEANERS, ETC.

COMMENT: ESTIMATE MADE ON BASIS OF AVERAGE YEARLY EXPENDITURES AND CURRENTLY APPROPRIATED FUNDS. $75.00

F PAINTING AUTOMOTIVE EQUIPMENT P/S

TO PROVIDE FOR PAINTING OF AUTOMOTIVE EQUIPMENT, NECESSARY TO PREVENT ACCELERATED DETERIORATION WITH CONSEQUENT GREATER COSTS AND PROPERTY DEPRECIATION, AND ALSO TO MAINTAIN PRESENTABLE APPEARANCE.

COMMENT: ESTIMATE BASED ON FOLLOWING REQUIREMENTS:

REPAINT 8 SMALL TRUCKS @ $100	-	$ 800
SPOT PAINT 25 TRUCKS AND 12 CARS	-	400
		$1200

WE HAVE 39 TRUCKS, 15 PASSENGER CARS, AND 13 PIECES OF SPECIALIZED EQUIPMENT--ALL OF WHICH SHOULD BE GIVEN PREVENTIVE MAINTENANCE IN THE FORM OF PAINT, AS WELL AS BY PROPER LUBRICATION AND MECHANICAL UPKEEP. - $1200.00

G BLUEPRINTING - REPRODUCTION P/S

TO PROVIDE BLUEPRINTING AND REPRODUCTION SERVICES FOR MAINTENANCE SERVICES AND SURVEY DATA OF ENGINEER-ARCHITECTURAL DIVISION.

COMMENT: THE REQUIRED BLUEPRINTING, PHOTOGRAPHY AND AND REPRODUCTION SERVICE IS ESSENTIAL TO OUR PREVENTIVE MAINTENANCE PROGRAM. DETAILED RECORDS ARE REQUIRED FOR PREPARATION OF BUDGET ESTIMATES AND PRINTING RATINGS.

AVERAGE YEARLY REQUIREMENT OVER 4 - YEAR PERIOD HAS BEEN $697.00. - $500.00

(CONTINUED)

H HEAT, LIGHT & POWER P/U

TO PROVIDE FOR NECESSARY UTILITIES.

COMMENT: AMOUNT REQUESTED BY PUBLIC UTILITIES, BUREAU OF HEAT, LIGHT, & POWER. - $7,680.00

I TOWEL SERVICE

TO PROVIDE CONTINUATION OF PRESENT 253 HAND TOWEL AND 5 ROLLER TOWEL SERVICES.

COMMENT: REQUEST BASED ON CURRENT CONTRACT COSTS (NOW $2.10 PER HAND TOWEL SERVICE IN PLACE OF LAST YEAR'S $2.00) ROLLER TOWELS REPLACED AS NEEDED: BASED ON LAST YEAR'S EXPERIENCE AND CURRENT PRICE OF .40 PER UNIT.

253 SERVICES X 2.10 PER SERVICE PER MO. X 12 MOS.	=	6375.60
* 5 ROLLER SERVICES X 10.00 PER SERVICE PER MO. X 3 MOS.	=	150.00
		6525.60

*ROLLER SERVICE @ OLD HALL OF JUSTICE ONLY (ESTIMATED 3 MOS. SERVICES REQUIRED BEFORE ABANDONMENT.) - $6,526.00

J MOP SERVICE

TO PROVIDE CHEMICALLY TREATED MOP COVER SERVICES FOR JANITORIAL STAFF.

COMMENT: REQUEST BASED ON PRESENT YEARS CONTRACT COSTS.

* ESTABLISHMENT OF 100 SERVICES @ 1.50 - 1ST MO.	=	$ 150
EXCHANGE SERVICE = 40 PER MO @ .75 EA. - 11 MOS.	=	330
		$ 480

* NOT REQUIRED IN SUBSEQUENT YEARS.

THIS SERVICE WAS ESTABLISHED IN THE CITY HALL ON A TRIAL BASIS DURING THE PAST YEAR, HAS BEEN HIGHLY SATISFACTORY, AND IS RECOMMENDED FOR ADOPTION IN ALL BUILDINGS WHICH WE PRESENTLY MAINTAIN. $480

K SCAVENGER SERVICE P/S

TO PROVIDE SCAVENGER SERVICE FOR CIVIC BUILDINGS AS DETAILED.

COMMENT: ESTIMATE BASED ON SCHEDULED CONTRACTUAL COSTS COMMENCING JAN. 1, 1961, AND, FOR BUILDINGS NOT NOW UNDER CONTRACT (NEW HALL OF JUSTICE AND 450 MC ALLISTER), ON ESTIMATED COST AS MAY BE NEGOTIATED BY PURCHASER.

CITY HALL, OLD HALL OF JUSTICE) 460 MC ALLISTER, 150 OTIS ST.)	392.36 PER MO. X 3 =	1177.08
*CITY HALL, 460 MC ALLISTER) 150 OTIS ST)	242.36 PER MO. X 9 =	2181.24
**604 MONTGOMERY (ADULT PROB.)	= 6.24 PER MO. X 3 =	18.72
450 MC ALLISTER ST. = $40.00 PER MO X 12	=	480.00
NEW HALL OF JUSTICE = 250.00 PER MO X 12	=	3000.00
	$	6857.04

* ABANDONMENT OF OLD HALL OF JUSTICE AFTER 3 MOS. IS ESTIMATED TO REDUCE MONTHLY COST BY $150.
** TO BE RELOCATED IN NEW HALL OF JUSTICE - $6,857.00

L WINDOW WASHING P/S

TO PROVIDE WINDOW WASHING SERVICE FOR CIVIC BUILDINGS AS LISTED IN DETAIL

COMMENT: ESTIMATE BASED ON CURRENT 1960-61 CONTRACTUAL COSTS, PLUS 5%. (POLICE STATIONS CAN BE ELIMINATED FROM THIS REQUEST AT A PRESENT CONTRACTUAL SAVING OF $900 PER YEAR IF THE REQUESTED JANITORIAL MAINTENANCE TRUCK IS ALLOWED UNDER NEW EQUIPMENT, WHICH WILL ALSO INCREASE JANITORIAL EFFICIENCY IN OTHER WAYS AS WELL).

2323 ARMY ST.

ADMIN. BLDGS. = 6 WASHINGS PER YEAR	=	196	$740
SHOP BLDGS. = 2 WASHINGS PER YEAR	=	544	
		740	

150 OTIS ST.

1ST & 2ND FLOORS = 4 WASHINGS PER YEAR	=	348	1032
3RD THRU 9TH FLOORS - 2 WASHINGS PER YEAR	=	684	
		1032	

ADULT PROBATION-604 MONTGOMERY ST.

1 WASHING (TO BE ABANDONED WHEN MOVED) TO NEW HALL OF JUSTICE		100	
		4	

12 POLICE STATIONS

3 WASHINGS PER YEAR	=	945	
			$2742

- $2,742.00

M LANDSCAPE MAINTENANCE (NEW HALL OF JUSTICE)

TO PROVIDE LANDSCAPE MAINTENANCE AND GARDENING SERVICES AT NEW FACILITY.

COMMENT: EXTENSIVE LANDSCAPED AREAS ARE BEING INSTALLED AT THE NEW HALL AT A CONTRACT COST OF $30,500, WHICH WILL REQUIRE CONTINUOUS MAINTENANCE AND GARDENING CARE. IN LIEU OF ONE NEW EMPLOYMENT OF GARDENER, WE ARE REQUESTING FUNDS FOR CONTRACTUAL SERVICES TO PROVIDE SUCH CARE. ESTIMATE OF COST PROVIDED BY TREE PLANTING DIVISION, BUREAU OF STREET STREET CLEANING, ANTICIPATES A TOTAL MONTHLY COST OF $400, OR $4800. PER YEAR. $4800.00

N AUTO MILEAGE - EMPLOYEE'S CARS

TO PROVIDE FUNDS FOR USE OF EMPLOYEE CARS ON CITY BUSINESS WHERE PUBLIC TRANSPORTATION IS IMPRACTICAL DUE TO DELAYS OR LOCATION.

COMMENT: AVERAGE YEARLY EXPENDITURES OVER THE PRECEDING 4 YEARS HAS BEEN $562, TO WHICH AN APPRECIATION FACTOR OF 10% HAS BEEN ADDED, FOR AN ESTIMATED REQUIREMENT OF $618.

USED BY BUILDING TRADES MECHANICS FOR TRANSPORT TO AND FROM COUNTY JAIL AT SAN BRUNO, AS WELL AS JANITORS SERVING VARIOUS POLICE STATIONS, ETC. $618.00

O INSPECTION-MAINT. SERVICE-ELEVATORS, ESCALATORS - PUBLIC BLDGS.

COMMENT: ESTIMATE BASED ON CURRENT CONTRACT COSTS. INCREASE DUE TO HIGHER RATES AND ADDITIONAL, NEW ELEVATORS AT NEW HALL OF JUSTICE AND 450 MC ALLISTER STREET. ELEVATOR CONTRACTS COMMONLY CONTAIN ESCALATOR CLAUSES AND ARE SUBJECT TO CONTINUOUS UPWARD REVISION. - $52,357.08

ELEVATOR MAINTENANCE SERVICE CONTRACTS

LOCATION	NO. ELEVATORS	SERVICE	AMOUNT PER MO.		AMOUNT PER YEAR
S. F. HOSPITAL	12	WEEKLY	$ 432.00		$ 5184.00
S. F. HOSPITAL	3	"	200.71		2408.52
S. F. HOSPITAL	1	"	120.56		1446.72
S. F. HOSPITAL	1	"	99.82		1197.84
S. F. HOSPITAL	1	"	108.50		1302.00
S. F. HOSPITAL	4	SEMI-MO	34.00		408.00
LAGUNA HONDA HOME	5	WEEKLY	190.25		2283.00
LAGUNA HONDA HOME	2	"	78.00	(EST)	936.00
LAGUNA HONDA HOME	2	"	108.36		1300.32
LAGUNA HONDA HOME	2	"	106.84		1282.08
HASSLER HOME	3	SEMI-MO	88.40		1060.80
450 MC ALLISTER	4	WEEKLY	150.00	(EST)	1800.00
CIVIC AUDITORIUM	1	"	33.00		396.00
CIVIC AUDITORIUM	2	"	172.43		2069.16
MAIN LIBRARY	6	"	74.00		888.00
PUBLIC WELFARE	1	"	104.11		1249.32
HALL OF JUSTICE (NEW)	10	"	2021.00	(EST)	24252.00
150 OTIS ST.	3	"	88.70		1064.40
YOUTH GUIDANCE	4	"	125.20		1502.40
NORTH PT. SEWAGE PLANT	2	MONTHLY	19.21		230.52
CENTRAL WAREHOUSE	1	"	8.00		96.00
	70				$52357.08

P ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61.

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

P28

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 10 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary O. d. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Col. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	S
1													300.000	MATERIALS AND SUPPLIES															
2	29935				34000				-	13840	20160	34000	300	General - Building Repairs			35700		1700			35700			34,500				A
3	783				650				-	210	440	650	301	Tires and Tubes			904		254			850			700				B
4	-				-				-	-	-	-	305	Engineer's Misc. Small Tools, Etc.			1479		1479			1479			1,479				C
5	5629				6000				-	2978	3022	6000	321	Gasoline and Oil P/S			6516		516			6516			6,000				D
6	11960				11800	10.14.60 Trf. #538			-135	7374	4291	11665	335	Janitorial Supplies			20293		8493			20293			19,800				E
7	48307				52450				-135	24402	27913	52315		TOTAL MATERIALS & SUPPLIES			64892		12442			64838			66,479				
8	5629				6000					2978	3022	6000		Transfer to Purchaser			6516		516			6516			6,000				
9	42678				46450				-135	21424	24891	46315		Net Materials & Supplies			58376		11926			58322			56,479				
10																													
11																													
12																													
13																													
14																													
15																													
16													321.000	FUEL OIL															
17	14187				15312					7525	7787	15312		City Hall-Old Hall of Justice			5465		-9847			5465			5,465				F
18	-				1859					1820	-	1820		New Hall of Justice			1864		5			1864			1,864				F
19	14187				17171					9345	7787	17132		TOTAL - FUEL OIL			7329		-9842			7329			7,329				
20																													
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A GENERAL BUILDING REPAIRS

TO PROVIDE FUNDS FOR MATERIALS AND SUPPLIES FOR BUDGET MECHANICS ASSIGNED TO THE GENERAL MAINTENANCE AND REPAIR OF CIVIC BUILDINGS.

COMMENT: NECESSARY EXPENDITURES FOR THE PRECEDING 5 YEARS HAS AVERAGED $30,294, DURING WHICH TIME CONSTANTLY INCREASING COSTS PREVAILED. PRESENT APPROPRIATION OF $34,000 REPRESENTED THE FIRST INCREASE SINCE 1955-56 BUDGET, AND A 5% INCREASE OVER THIS AMOUNT IS REQUESTED FOR THE ENSUING YEAR. - $35,700.00

B TIRES AND TUBES

TO PROVIDE FUNDS FOR NEW TIRES AND TUBES FOR CITY VEHICLES ASSIGNED TO BUREAU.

COMMENT: ESTIMATE BASED ON AVERAGE ANNUAL EXPENDITURE OF PRECEDING TWO YEARS ($822), PLUS 10%, DUE TO INCREASE IN COSTS DURING THIS PERIOD AS WELL AS ANTICIPATED INCREASE DURING NEXT YEAR. - $904.00

C ENGINEERS' MATERIALS & SUPPLIES (NEW HALL OF JUSTICE)

TO ESTABLISH INITIAL INVENTORY OF NECESSARY MATERIALS AND SUPPLIES FOR ENGINEERING MAINTENANCE AND OPERATION OF NEW BUILDING.

COMMENT: MAINTENANCE OF TREMENDOUS INVESTMENT IN THIS NEW FACILITY WILL REQUIRE NOT ONLY TOP-LEVEL PERSONNEL AND PROGRAM, BUT ALSO THE NECESSARY TOOLS TO WORK WITH. THE FEW EXISTING TOOLS FROM THE OLD HALL ARE TOTALLY INADEQUATE BOTH IN QUANTITY AND TYPE TO ACCOMPLISH THE PLANNED PROGRAM. REQUEST CONSISTS MAINLY OF SMALL HAND TOOLS SUCH AS WRENCHES, TAPS AND DIES, REAMERS, GREASE GUNS, ETC., CLASSED AS MATERIALS AND SUPPLIES, BUT OF RELATIVELY LONG LIFE. THIS IS A NON-RECURRENT ITEM, AND IS ONLY TO ESTABLISH INITIAL INVENTORY. - $1,479.00

D GASOLINE & OIL P/S

TO PROVIDE GASOLINE AND OIL FOR CITY-OWNED AUTOMOTIVE EQUIPMENT ASSIGNED TO BUREAU.

COMMENT: ESTIMATE BASED ON: 1) MILEAGE ESTIMATES TAKEN FROM ACTUAL AVERAGE MILES PER VEHICLE FOR PREVIOUS YEARS. 2)KNOWN GAS AND OIL COST FOR THIS PERIOD, REDUCED TO GAS-OIL COST PER VEHICLE MILE. 3) ACTUAL AVERAGE ANNUAL COST FOR GASOLINE OPERATED EQUIPMENT, SUCH AS CONCRETE MIXERS, AIR COMPRESSORS, ETC. 4) NUMBER OF LIGHT TRUCKS INCREASED BY 4, TO REFLECT ANTICIPATED INCREASE FOR 1961-62. 5) GASOLINE COST ASSUMED TO REMAIN CONSTANT AT PRESENT $.1785 PER GALLON.

NO. VEHICLES	AVERAGE ANNUAL MI.		GAS-OIL COST PER MI.		
43 TRUCKS @	5862	X	.018396	=	4637.01
15 CARS @	7105	X	.013173	=	1403.92
6 PORTABLE UNITS	--	X	* 79.23	=	475.38
					6516.31

* AVERAGE ANNUAL GAS-OIL COST PER UNIT (1958-60) CONCRETE MIXERS, AIR COMPRESSORS, WELDERS, ETC.

- $6,516.00

E JANITORIAL SUPPLIES

TO PROVIDE JANITORIAL SUPPLIES FOR MAINTAINED AREAS IN CITY HALL, POLICE STATIONS, HEALTH CENTER BLDG., AND D.P.W. BUILDINGS AT 2323 ARMY ST. AND 150 OTIS, PLUS NEW AREAS OF RESPONSIBILITY IN NEW HALL OF JUSTICE AND 450 MC ALLISTER.

COMMENT: ESTIMATE BASED ON:
1) JANITORIAL MATERIALS AND SUPPLIES FOR EXISTING RESPONSIBILITIES TOTALLING 893,000 SQ. FT. HAS AVERAGED AN ANNUAL $.01409 PER SQ. FT. FOR PRECEDING 2 YEARS (1958-60)

2) EXISTING WORK LOAD TO BE DECREASED BY 139,000 SQ. FT. AND ADDED TO BY 472,000 SQ. FT. FOR A TOTAL OF 1,226,000 SQ. FT. OR A NET INCREASE OF 333,000 SQ. FT.

3) PROJECTED COST PER SQ. FT. FOR 1961-62 IS INCREASED BY 10% OVER KNOWN COSTS FOR FISCAL YEARS 1958-60) (ESTIMATED INCREASE @ RATE OF 5% PER YEAR), OR $.01409 + 10% = $.01550 SQ. FT.

4) $.01550 X 1,226,000 SQ. FT. = $19,003.00

5) THE NEW NET AREAS WILL REQUIRE AN INITIAL "LOADING" OF ALL RECEPTACLES, CONTAINERS, BINS, ETC. THROUGHOUT ENTIRE BUILDING AND STILL LEAVE A NORMAL INVENTORY BALANCE FOR THE REMAINDER OF THE YEAR. THIS IS ESTIMATED TO REQUIRE 25% ABOVE THE KNOWN ANNUAL NORM FOR THE 333,000 SQ. FT. INVOLVED, OR: 333,000 X $.01550 X 25% = $1290.38, TO BE ADDED TO NORMAL ANNUAL REQUIREMENTS OF $19003, A TOTAL OF $20,293.

(CONTINUED)

INVENTORY JANITORIAL SUPPLIES

	ON HAND & REC'D. 1955-56	ON HAND 6-30-56	EXPENDED 1955-56	
COSTS	$ 14,298.81	$ 3,722.23	$ 10,567.08	
COSTS	1956-57 14,314.10	6-30-57 4,223.00	1956-57 10,091.10	
COSTS	1957-58 15,749.83	6-30-58 4,395.88	1957-58 11,353.95	
COSTS	1958-59 16,842.72	6-30-59 4,147.37	1958-59 12,695.35	
COSTS	1959-60 16,847.25	6-30-60 4,369.85	1959-60 12,477.40	- $20,293.00

F FUEL OIL

TO PROVIDE FUEL OIL FOR OLD HALL OF JUSTICE (Est. 3 MOS. ONLY) NEW HALL OF JUSTICE, AND CIVIC CENTER POWER HOUSE.

COMMENT: 1) OLD HALL OF JUSTICE REQUIREMENT IS BASED ON KNOWN AVERAGE USAGE OF MANY YEARS, BUT FOR 3 MO. PERIOD ONLY, DURING ESTIMATED TRANSITION AND MOVING PERIOD TO NEW HALL. 2) CIVIC CENTER FUEL OIL ESTIMATE IS BASED ON THE CONTRACTUAL GAS RATE SCHEDULE WHICH REQUIRES BOILER OPERATION ON OIL AFTER 1 HOUR'S NOTICE, FOR AS LONG AS MAY BE NECESSARY. ESTIMATED @ ONE TANK FILLING. 3) NEW HALL OF JUSTICE FUEL OIL ESTIMATE BASED ON STANDBY OIL PROVISIONS AS IN (2) ABOVE. ESTIMATED @ ONE FILLING OF TANKS. 4) NEW HALL OF JUSTICE DIESEL OIL REQUIREMENT BASED ON NECESSITY IN CASE OF POWER FAILURE, WHEN EMERGENCY LIGHT AND POWER MUST BE AVAILABLE IMMEDIATELY IN SECURITY AREAS.

1) OLD HALL OF JUSTICE = 420 BBLS/MO. X 3 = 1260
@ 2.67 BBL (PS 400) = 3364.20

2) CIVIC CENTER = 700 BBLS (1 FILLING) = 700 BBLS
@ 3.00 BBL (PS 300) = 2100.00

3) NEW HALL OF JUSTICE = 476 BBLS (1 FILLING) = 476 BBLS
@ 3.00 BBL (PS 300) = 1428.00

4) NEW HALL OF JUSTICE = 4000 GALS (1 FILLING) = 4000 GALS
DIESEL OIL @ $.109 (DIESEL) = 436.00
(PRICES QUOTED ARE AS PER CONTRACT THRU 12-31-60) 7328.20 - $7,329.00

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

831

City and County Board or Commission PUBLIC WORKS Bureau or Division BUILDING REPAIR Appropriation Number 1,417 Sheet Number 11 of 30 Sheets Index Number 417

Line Number	Actual Expenditures 1959 1960 Dollars Only	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 ( ) Decrease Form	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C. A. O. 21	22	23	24	25	26	27	28	29	
1	1966				5670					4732	320	5052	400.000	EQUIPMENT					-5670											1
2														NEW																2
3													456	1-½-Ton Panel Truck			2250		2250			2250		2,250					A	3
4																														4
5														Equipment - New (New Hall of Justice)																5
6													422	1-Tachometer, Hand			75		75			75		75					B	6
7													422	1-¼" Electric Drill			46		46			46		46					C	7
8													422	1-3/8" Electric Drill			60		60			60		60					D	8
9													422	1 Tool Etching Device			30		30			30		30					E	9
10													422	1 Motor Driven Plumbers' Snake			143		143			143		143					F	10
11													424	2-½-Ton Hoist, Chain Type			308		308			308		308					G	11
12													424	3/4 Ton "Come-Along," 1 - Ratchet Type			77		77			77		77					H	12
13													426	24-6' Stepladders			144		144			144		144					I	13
14													426	12-8' Stepladders			100		100			100		100					J	14
15													426	7-10' Stepladders			70		70			70		70					K	15
16													428	Heavy Duty Rod Type 1-Sewer Cleaner			286		286			286		286					L	16
17													432	Vacuum Cleaners, Heavy 11-Duty, with Tools			1633		1633			1633		1,633					M	17
18													442	Recorder, Temperature 1- and Humidity, Portable			70		70			70		70					N	18
19													454	2-Hand Trucks-Machinery			90		90			90		90					O	19
20													454	1-Flat Bed Hand Truck			110		110			110		110					P	20
21	1966				5670					4732	320	5052		TOTAL EQUIPMENT			5492		-178			5492		5,492						21
22	1966				5670					4732	320	5052		Transfer to Purchaser			5492		-178			5492		5,492						22
23	-				-									NET TOTAL - EQUIPMENT			-		-			-									23
24																														24
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26																														26
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34																														34
35																														35

BUREAU OF BUILDING REPAIR - EQUIPMENT, CURRENT AND PRIOR YEARS.

FISCAL YEAR 1959-60 O.E.	DESCRIPTION	ACTUAL EXPENDITURES	
	NEW		
406	100 Steel Folding Chairs	$352.	
432	1-16" Scrubbing Mach.	897.	$1249.
	REPLACEMENT		
432	3- Vacuum Cleaners		717.
	TOTAL EQUIPMENT		$1966.

FISCAL Year 1960-61 O. E.	DESCRIPTION	BUDGET ALLOWANCE		ACTUAL EXPENDITURES		PROBABLE EXPENDITURE	
	NEW						
426	1-Set 4x4' Steel Scfld.	$1660.		$1584.		$1584.	
432.	1-Floor Scrubbing Mach.	1900.		1515.		1515.	
432.	4-Mopping Units	290.		172.		172.	
454.	4-Chair Storage Trucks	240.		-		240.	
454	1-Flat Bed Hand Truck	80.	$4170.		$3271.	80.	$3591.
	REPLACEMENT						
426	1-16'x16' Sectional Grandstand	1500.		1461.		1461.	
	TOTAL EQUIPMENT		$5670.		$4732.		$5052.

EXPLANATION OF EQUIPMENT NEED

A **GENERAL** $2250

1 HALF-TON PANEL TRUCK
FOR TRANSPORT OF JANITORIAL SUPPLIES AND WORK CREWS AMONG THE 22 PUBLIC BUILDINGS FOR WHICH THIS SERVICE IS PROVIDED.

COMMENT: IF THE TRUCK IS PROVIDED, WE ARE PREPARED TO ASSUME AS AN INCIDENTAL JOB, WITH NO INCREASE IN PERSONNEL, THE WINDOW WASHING OF ALL POLICE STATIONS. THIS IS PRESENTLY PROVIDED, UNDER CONTRACT, AT AN ANNUAL COST OF $945 (SEE CONTRACTUAL SERVICES, OK 238), AND CAN BE DELETED IF THE TRUCK IS MADE AVAILABLE. TRUCK IS ALSO TO BE EQUIPPED WITH LADDERS, SCRUBBER, BRUSHES, ETC. FOR CREW-TYPE JANITORIAL OPERATIONS AS CONTRASTED WITH INDIVIDUAL ASSIGNMENTS. TRUCK WILL ALSO BE USED FOR TRANSPORT OF MATERIALS AND SUPPLIES FROM STOCK CENTER TO THE VARIOUS BUILDINGS. (PRESENT TRANSPORT OF SOAP, TOILET PAPER, ETC. IS BY STREETCAR OR PRIVATE CAR.)

NEW HALL OF JUSTICE

SUMMARY: FOR PROPER FUNCTION, OPERATION, AND MAINTENANCE OF THE NEW HALL OF JUSTICE IT IS ESSENTIAL THAT IT BE ADEQUATELY EQUIPPED FROM THE COMMENCEMENT OF OPERATIONS. THE ITEMS LISTED BELOW, OF JANITORIAL AND ENGINEERING FUNCTION, ARE NECESSARY FOR THE CONDUCT OF THESE OPERATIONS. EXISTING ITEMS OF EQUIPMENT AT THE OLD HALL ARE TO BE RELOCATED AND RE-USED WHEREVER PRACTICAL; IN GENERAL, HOWEVER, NO EQUIPMENT HAS BEEN SOUGHT FOR THE OLD QUARTERS FOR SEVERAL YEARS IN ANTICIPATION OF THIS RELOCATION, AND THE EXISTING EQUIPMENT IS THEREFORE FOR THE MOST PART ANTIQUATED, OBSOLESCENT, OR WORN-OUT. (ALL OF THE FOLLOWING ITEMS OF EQUIPMENT HAVE BEEN REVIEWED BY THE CONTROLLER'S OFFICE AND DETERMINED TO BE ITEMS NOT CHARGEABLE TO THE HALL OF JUSTICE BOND FUNDS.)

B	1	TACHOMETER, HAND (FOR ENGINEERS) FOR CHECK AND ADJUSTMENT OF OPERATING EQUIPMENT FOR PROPER SPEED OR SYNCHRONIZATION	75
C	1	1/4" ELECTRIC DRILL (FOR ENGINEERS) GENERAL SHOP USE	46
D	1	3/8" ELECTRIC DRILL (FOR ENGINEERS) GENERAL SHOP USE	60
E	1	TOOL ETCHING DEVICE (FOR ENGINEERS) FOR PERMANENTLY MARKING AND ENGRAVING LETTERS, FIGURES, ETC. ON PORTABLE TOOLS AND EQUIPMENT SO AS TO ESTABLISH OWNERSHIP, ETC.	30
F	1	MOTOR-DRIVEN PLUMBER'S SNAKE (ENGINEERS) FOR USE THROUGHOUT BUILDING ON PLUMBING STOPPAGES	143
G	2	1/2 TON HOIST, CHAIN TYPE (ENGINEERS) FOR LIFTING OF HEAVY MOTORS, APPARATUS, ETC., WHEN BEING OVERHAULED, ETC., AND FREQUENTLY REQUIRING USE IN PAIR	308
H	1	3/4 TON "COME-ALONG", RATCHET TYPE (ENGINEERS) FOR MOVING OR SLIDING HEAVY EQUIPMENT, LOADS, ETC., AND FOR USE IN THE REPAIR AND OVERHAUL OF ALL TYPES OF HEAVY APPARATUS	77
I	24	STEPLADDERS 6'	144
J	12	STEPLADDERS 8'	100
K	7	STEPLADDERS 10'	70
L	1	HEAVY DUTY ROD TYPE SEWER CLEANER (ENGINEERS) HEAVY DUTY "RODDER" FOR MAJOR STOPPAGES	286
M	11	VACUUM CLEANERS, HEAVY DUTY, WITH TOOLS FOR GENERAL CLEANING THROUGHOUT BUILDING (JANITORIAL)	1633
N	1	RECORDER, PORTABLE, TEMP. AND HUMIDITY (ENGINEERS) TO CHECK, ESTABLISH, AND MAINTAIN PROPER OPERATING CONDITIONS AND PROCEDURES OF REFRIGERATING AIR CONDITIONING EQUIPMENT	70
O	2	HAND TRUCKS, MACHINERY (ENGINEERS) FOR TRANSPORT OF HEAVY MOTORS, EQUIPMENT, ETC. AROUND BUILDING AND GROUNDS	90
P	1	FLAT BED HAND TRUCK (ENGINEERS) FOR TRANSPORT OF MACHINERY, SUPPLIES, ETC.	110
			$5492

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

834

Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 12 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961 1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reserve (Col. 25)
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
													400.000	OVERHEAD														
1	34642					From Prior Year			8839				.96	EQUIPMENT - RESERVE			-		-			-						
2						11.22.60SJV #1472			-1839																			
3	34642								7000	5224	1165	6389		TOTAL EQUIPMENT OVERHEAD RESERVE			-		-			-						
4	34642								7000	5224	1165	6389		TRANSFER TO PURCHASER			-		-			-						
5	-								-	-	-	-		NET EQUIPMENT OVERHEAD RESERVE			-		-			-						
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EQUIPMENT-CURRENT AND PRIOR YEAR - BUREAU OF BUILDING REPAIR, OVERHEAD RESERVE-EQUIPMENT REPLACEMENT

ORD.NO. 400-59,PASSED 7-6-59, 8.311.400.417.96

O.E.	DESCRIPTION	ACTUAL EXPENDITURES 1959-60
[illegible]	1-4" SWIVEL VISE	55.
422	1-200 LB. ANVIL	74.
416	1-POLAROID CAMERA	220.
422	1-MOTOR DRIVEN SNAKE	474.
422	1-PLUMBER'S FURNACE	44.
422	1-VOLT MILLIAMMETER	38.
422	1-½" ELECTRIC ANGLE DRILL	73.
422	1-½" 600 RPM DRILL	54.
422	2-½" HOLGUN DRILLS	108.
422	1-½" 500 RPM DRILL	95.
422	1-½" 600 RPM HOLGUN DRILL	55.
426	2-LADDER LEVELS	52.
422	1-SCREW PLATE SET	42.
426	3-20' EXTENSION LADDERS	61.
426	1-8'x29" SECTION SCAFFOLD	137.
426	1-SABER SAW, COMPLETE	97.
426	2-#874 SKILSAWS	169.
432	1-SUCTION BLOWER CLEANER	148.
444	1-85 CFM ROTARY COMPRESSOR	2780
454	2-WHEELBARROWS	49.
456	3-½-TON PANEL TRUCKS	5628.
456	3-½ TON PICKUP TRUCKS	5226.
456	2-CLASS"A" AUTO COUPES	3052
		$18731

ORD.NO. 51-60,PASSED 2-2-60 9.311.400.417.96

O.E.	DESCRIPTION	ACTUAL EXPENDITURES 1959-60
402	1-POSTURE CHAIR, TYPING	31.
412	1-19" TYPEWRITER	211.
412	1-IBM ELECTRIC TYPEWRITER	414.
412	1-MIMEOGRAPH MACHINE & STAND	743.
412	1-COPYING MACHINE	186.
422	1-3/4-TON POWER PULL	25.
422	PLUMBER'S STOCKS & DIES	92.
422	1-RIGID ELECTRIC POWER DRIVE	261.
422	1-PORTABLE PIPE VISE	40.
422	18-PLUMBER'S SNAKES	201.
422	PLUMBER'S & STEAMFITTER'S EQUIPMENT	323.
456	1-½-TON FLAT BED TRUCK	3370.
456	2-½-TON PANEL TRUCKS	3986.
456	4-AUTOMOBILES	5714.
		$15597.

ORD.NO. 283-60,PASSED 5-25-60 9.311.400.417.96

O.E.	DESCRIPTION	ACTUAL EXPENDITURES 1959-60	MODIFICATION FROM PRIOR YEAR	ACTUAL EXPENDITURES FIRST 6 MOS.	PROBABLE EXPENDITURES
412	1-BATES NUMBERING MACHINE	26.	-	-	-
422	1-½" ELECTRIC DRILL	-	125.	83.	83.
422	6-½" ELECTRIC DRILLS	-	195.	163.	163.
422	4-AMPROBE METERS	163.	-	-	-
422	1-HYDRAULIC BENDER	-	250.	216.	216.
422	1-½" TAPGUN	-	160.	113.	113.
422	1-DRILL PRESS	-	780.	-	916.
422	1-BENDING BRAKE	-	1025.	853.	853.
422	1-PORTABLE WELDER	-	825.	789.	789.
422	1-SET WELDERS	-	90.	74.	74.
422	1-PORTABLE PIPE CUTTER	-	1075.	927.	927.
422	2-MEASURING DEVICES	-	110.	93.	93.
422	1-½" HOLGUN	-	52.	52.	52.
422	1-VOLT-OHM METER	-	58.	-	58.
422	1-16 GAUGE SHEAR	-	625.	470.	470.
424	1-WINCH HOIST	-	65.	-	59.
426	2-PORTABLE SCAFFOLDS	-	290.	405.	405.
426	2-14' LADDERS (WOOD)	-	19.	-	19.
426	2-24' LADDERS (WOOD)	49.	-	-	-
426	1-24' LADDER (WOOD)		25.	-	25.
426	1-JIGSAW W/BLADES	-	155.	100.	100.
426	1-SAFETY SCAFFOLD	-	475.	465.	465.
426	1-20' & 2-28' WOOD LADDERS	76.	-	-	-
426	2-24' ALUMINUM SCAFFOLD PLANKS	-	225.	195.	195.
426	1-IMPACK WRENCH	-	135.	135.	135.
444	1-VACUUM HAND PUMP	-	35.	-	34.
444	1-ELECTRIC SUMP PUMP	-	90.	91.	91.
454	1-PAIL TRUCKER	-	55.	-	54.
-	MISC. EQUIPMENT ITEMS	-	61.	-	-
		$314.	$7000.	$5224.	$6389.

SUMMARY OF EXPENDITURES

ORD. NO.	APPROPRIATION		EXPENDED 1959-60	EXPENDED 1st SIX MONTHS
400-59	8.311.400.417.96		$18731.	
51-60	9.311.400.417.96	$15597.		
283-60	9.311.400.417.96	314.	15911.	$5224.
			$34642.	$5224.

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

836

Department Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 13 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 4330 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	III Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1			(243 Days)										130.	WAGES (253 DAYS) TRAFFIC PAINTING														
2	127246	1	18	3.67	hr.128421					63771	64650	128421	A354	Painter	18	3.67	hr.133705		5284	18	3.67	hr.133705	18	hr 3.67	133,705				A
3	22737	2	3	3.92	hr.22861					11760	11101	22861	A357	Foreman Painter	3	3.92	hr.23802		941	3	3.92	hr.23802	3	hr 3.92	23,802				A
4																													
5	20184	-	-	-	25029					11676	13353	25029		Overtime			25026		- 3			25026			25,026				E
6	4182	-	-	-	6289					5167	1122	6289		Vacation, Sick Leave Relief			13696		7407			10,000			10,000				C
7	174349		21		182600					92374	90226	182600		TOTAL WAGES	21		196229		13629	21		192533	21		192,533				
8														WAGES SUMMARY-SOURCE OF FUNDS															
9	142303				153837					87039	66798	153837	130.002	SPECIAL ROAD IMPROVMT. FUND			162723		8886			159027			159,027				
10	2968				4483					1740	2755	4483	130.002	GENERAL FUND-PARKING METERS			3000		-1483			3000			3,000				
11	29078				24280					3557	20723	24280	130.003	GENERAL FUND-MAINT. & REPAIR OF PUBLIC BUILDINGS			30506		6226			30506			30,506				
12	174349		21		182600					92374	90226	182600		TOTAL WAGES	21		196229		13629	21		192533	21		192,533				
13																													
14													200.002	CONTRACTUAL SERVICES														
15	2483				3215					1738	1477	3215	216	Repairs to Auto Equip. P/S			3400		185			3400			3,215				D
16	54				100					36	64	100	216	Recapping Tires			100		-			100			100				E
17	888				900					371	529	900	219	Repairs, Spray Guns, Etc.			900		-			900			900				F
18	30				100					50	50	100	267	Accident Compensation Medcl. etc.			100					100			100				G
19	3455				4315					2195	2120	4315		TOTAL CONTRACTUAL SERVICES			4500		185			4500			4,315				
20	2483				3215					1738	1477	3215		Transfer to Purchaser			3400		185			3400			3,215				
21	972				1100					457	643	1100		NET CONTRACTUAL SERVICES			1100		-			1100			1,100				
22																													
23													300.002	MATERIALS AND SUPPLIES														
24	246				146					146	-	146	301	Tires and Tubes			150		10			150			150				H-L
25	47608				50000					28430	21570	50000	316	Paint			52000		2000			52000			50,000				I
26	987				2400					1162	1232	2394	318	Brushes, Stencils, All and Paint Lines, etc.			3000		600			3000			2,400				J
27	1571				1885					950	935	1885	321	Gasoline and Oil P/S			1800		-85			1800			1,800				K
28	50412				54425					30688	23737	54425		TOTAL MATERIALS AND SUPPLIES			56950		2525			56950			54,350				
29	1571				1885					950	935	1885		Transfer to Purchaser			1800		-85			1800			1,800				
30	48841				52540					29738	22802	52540		NET MATERIALS AND SUPPLIES			55150		2610			55150			52,550				
31														SUMMARY															
32	29078				24280					3557	20723	24280		PAINTING-PUBLIC BUILDINGS			30506		6226			30506			30,506				
33	199138				217060					121100	95360	217060		TRAFFIC PAINTING-PARKING METERS & SPECIAL ROAD IMPROVEMENT FUND			227173		10113			223477			220,692				
34	228216		21		241340					124657	116683	241340		TOTAL BUDGET-TRAFFIC PAINTING	21		257679		16339	21		253983	21		251,198				
35																													

A

AMOUNT REQUESTED DURING 1961-62 IS FOR 253 WORKING DAYS, OF WHICH 204 DAYS IS FOR TRAFFIC PAINTING AND 49 DAYS FOR PAINTING OF PUBLIC BUILDINGS DURING RAINY WEATHER. FUNDS WERE APPROPRIATED FOR FISCAL YEAR 1960-61 FOR ONLY 243 DAYS INSTEAD OF REQUESTED 253 DAYS.

B OVERTIME

TO PROVIDE FUNDS TO PAY PAINTERS WHO ARE REQUIRED TO WORK OVERTIME ON SUNDAY FOR TRAFFIC PAINTING.

COMMENT: SUNDAY TRAFFIC PAINTING IS REQUIRED ONLY ON STREETS IN THE BUSINESS DISTRICT WHERE OTHERWISE IT WOULD NOT BE FEASIBLE TO PAINT TRAFFIC STRIPES AND CURBS DUE TO CONGESTED TRAFFIC CONDITIONS.

6 PAINTERS 10 DAYS DOUBLE TIME	=	3,527.	(CURB PAINTING)
6 PAINTERS 2 FMN. PAINTERS DOUBLE TIME	=	21,499.	(TRAFFIC STRIPING)
		25,026.	

- $25,026.00

C PERSONAL SERVICES
VACATION & SICK LEAVE

TO PROVIDE FUNDS FOR VACATION AND SICK LEAVE RELIEF FOR PAINTERS ASSIGNED TO TRAFFIC PAINTING.

COMMENT: BUDGET REQUIREMENTS BASED ON TRAFFIC PAINTING WORK PROGRAM.

TO PROVIDE VACATION RELIEF			AMOUNT
18 PAINTERS	3 WEEKS 270 DAYS @	29.36	7927.20
3 FMN. PAINTERS	3 WEEKS 45 DAYS @	31.36	1411.20
			9338.40
TO PROVIDE SICK LEAVE			
18 PAINTERS	7 DAYS X 18 126 DAYS @	29.36	3699.36
3 FMN. PAINTERS	7 DAYS X 3 21 DAYS @	31.36	658.56
			4357.92

TOTAL $13,696.00

- 13,696.00

D REPAIRS TO AUTO EQUIPMENT

TO PROVIDE REPAIRS FOR CITY-OWNED AUTOMOTIVE EQUIPMENT ASSIGNED TO TRAFFIC PAINTING.

COMMENT: BASED ON TREND OF PREVIOUS ALLOWANCES

1959-60	$3034
1960-61	3200
1961-62	3400

- 3.400.00

E RECAP TIRES

TO PROVIDE TIRE AND TUBE REPAIRS FOR CITY-OWNED AUTOMOTIVE EQUIPMENT ASSIGNED TO TRAFFIC PAINTING.

COMMENT: NO INCREASE IN PREVIOUS ALLOWANCES. - 100.00

F REPAIRS TO SPRAY GUNS, STENCILS, GUARDS, ETC.

TO PROVIDE FUNDS FOR REPAIRS TO PAINT SPRAY GUNS, COMPRESSORS: STENCILS, TRAFFIC GUARDS, ETC. USED IN TRAFFIC PAINTING

COMMENT: NO INCREASE IN PREVIOUS ALLOWANCES. - 900.00

G MEDICAL HOSPITALIZATION

TO PROVIDE FUNDS FOR MEDICAL CARE AND HOSPITALIZATION FOR EMPLOYEES ASSIGNED TO TRAFFIC PAINTING WHO ARE INJURED ON THE JOB.

COMMENT: NO INCREASE IN PREVIOUS ALLOWANCES. - 100.00

H NEW TIRES AND TUBES

TO PROVIDE NEW TIRES AND TUBES FOR CITY-OWNED AUTOMOTIVE EQUIPMENT ASSIGNED TO TRAFFIC PAINTING.

COMMENT: BASED ON TREND OF PREVIOUS ALLOWANCES. - 150.00

(CONTINUED)

I MATERIALS AND SUPPLIES - PAINT

TO PROVIDE PAINT FOR TRAFFIC STRIPING, CURBS AND CROSSWALKS.

COMMENT: INCREASE DUE TO USE OF PAINT REMOVER INSTEAD OF BURNING FOR NECESSARY IMPROVEMENT IN TRAFFIC LINE ERADICATION AND PRESERVATION OF ASPHALT SURFACE. $52,000.00

J MATERIALS AND SUPPLIES - BRUSHES, STENCILS, AIR AND PAINT HOSES, ETC.

ESTIMATED REQUIREMENTS FOR FISCAL YEAR 1961-62:

BRUSHES	$636.00
STENCILS	375.00
FLAGS, BASES, STEMS, FULLER BALLS, ETC.	1613.00
REPLACEMENT PARTS FOR SPRAYING EQUIPMENT INCLUDING AIR AND PAINT HOSES, SPRAY GUNS, ETC.	376.00
	$3000.00

K MATERIALS AND SUPPLIES - GASOLINE & OIL

TO PROVIDE GASOLINE AND OIL FOR CITY-OWNED AUTOMOTIVE EQUIPMENT ASSIGNED TO TRAFFIC PAINTING. 1,800.00

COMMENT: BASED ON TREND OF PREVIOUS ALLOWANCES.

L ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61.

SUMMARY WORK PROGRAM 1961-62

TRAFFIC PAINT STRIPING--for TRAFFIC ENGINEERING DIVISION

DEPARTMENT OF PUBLIC WORKS

WORK CLASSIFICATION	CREW* TYPE	NO. TRUCKS	1959 - 1960 UNIT	COVERAGE	UNIT COST	TOTAL COST	1961 - 1962 PROPOSED COVERAGE	CREW DAYS	LABOR COST PAINTERS	FOREMEN	OVERTIME	VACATION ETC.	TOTAL LABOR	CONTRACTUAL	MATERIALS & SUPPLIES	GRAND TOTAL COST	UNIT COST
STRIPING	3P1F	2	Miles	519	86.00	$44,618	525	192	$ 14,497	$ 5,138	$ 8,017	$ 2,117	$ 29,769	$ 925	$16,708	$ 47,402	$90.3
SPOTTING	3P1F	1	Miles	48	92.05	4,409	50	30	2,513	891	313	367	4,084	100	352	4,536	90.7
REMOVAL	2P	1	Lin.Ft.	-	-	-	68,000	49	2,955			319	3,274	105	2,140	5,519	.8120
GENERAL CROSSWALKS	3P1F	1	Lin.Ft.	412,740	.1042	43,006	450,000	248	18,778	6,655	10,137	2,743	38,313	928	12,417	51,658	.1148
GUIDE LINES	2P	1	Lin.Ft.	121,038	.1185	14,338	125,000	163	8,602		2,792	928	12,322	327	3,296	15,945	.1276
RAILROAD CROSSINGS	3P1F	1	Lin.Ft.	11,880	.0990	1,176	10,000	6	497	176	63	73	809	26	211	1,046	.1046
BUS ZONES	2P	1	Lin.Ft.	96,066	.1024	9,839	140,000	150	8,228		1,061	887	10,976	225	3,973	15,174	.1084
GENERAL PARKING (DIAG.)	3P1F	1	No.Stalls	2,323	.8310	1,930	2,300	10	911	323		133	1,367	43	386	1,796	.7808
GENERAL PARKING (CROSSES)	3P1F	1	No.Stalls	860	.8256	710	870	4	414	147		61	622	16	74	712	.8184
SUB-TOTAL						120,026		852	57,395	13,330	23,183	7,628	101,536	2,695	39,557	143,788	
SCHOOL CROSSWALKS	3P1F	1	Lin.Ft.	175,365	.1550	27,184	200,000	169	14,359	5,089	1,825	2,097	23,370	620	6,921	30,911	.1546
GENERAL - CURBS	2P	1	Lin.Ft.	488,003	.0971	47,369	490,000	556	33,287			3,590	36,877	1,080	8,494	46,451	.9480
TAXI - CURBS	2P	1	Lin.Ft.	5,852	.1193	698	5,852	10	587			63	650	16	1,571	2,237	.3857
SUB-TOTAL						48,067		566	33,874			3,653	37,527	1,096	10,065	48,688	
TOTAL GAS TAX						195,277		1,587	105,628	18,419	25,008	13,378	162,433	4,411	56,543	223,387	
PARKING METERS (DIAG.)	3P1F	1	No.Stalls	580	.8310	482	600	3	249	88		36	373	11	50	434	.7233
PARKING METERS (CROSSES)	3P1F	1	No.Stalls	4,093	.8256	3,379	4,130	22	1,933	685	18	282	2,918	78	357	3,353	.8119
SUB-TOTAL						3,861		25	2,182	773	18	318	3,291	89	407	3,787	
GRAND TOTAL						199,138		1,612	107,810	19,192	25,026	13,696	165,724	4,500	56,950	227,174	

*P=Painters, F=Foremen

Prepared by: TRAFFIC ENGINEERING DIVISION, DEPARTMENT OF PUBLIC WORKS

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 14 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request: With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reserve (Yes)	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
1														MAINTENANCE & REPAIRS SUMMARY PUBLIC BUILDINGS							C.A.O.										1
2	59301				64630					26113	38517	64630	213.000	City Hall and Old Hall of Justice			134290		69660			134290			76,630						2
3	-				500					25	475	500	213.111	Adult Probation Office			-		- 500			-									3
4	163				200					7	193	200	213.113	Art Commission			200		-			200			200						4
5	462				1350					477	873	1350	213.119	Dept. of City Planning			3900		2550			3900			3,100						5
6	372				-					-	-	-	213.134	Disaster Council & Corps			1000		1000			1000			250						6
7	28010				87000					33504	53496	87000	213.145	Fire Department			166400		79400			166400			99,050						7
8	26495				18960					7887	11073	18960	213.161	Police Dept. Dist. Stations			38040		19080			38040			21,220						8
9	10013				1500				5250	2428	4322	6750	213.169	Public Welfare			25700		24200			25700			25,700						9
10	1923				4250					1382	2868	4250	213.120	Public Welfare Single Men's Rehabilitation			4000		-250			4000			4,000						10
11	19624				19000					7037	11963	19000	213.173	Sheriff-County Jails #2&4			90460		71460			90460			60,260						11
12	23445				25000					13171	11829	25000	213.186	Juvenile Hall			86470		61470			86470			76,760						12
13	13338				13310					8265	5045	13310	213.187	Log Cabin Ranch School			20020		6710			20020			17,760						13
14	1491				2600					978	1622	2600	213.231	Department of Electricity			10100		7500			10100			2,100						14
15	1233				1000					410	590	1000	213.241	Farmer's Market			1000		-			1000			1,000						15
16	17215				7500					3221	4279	7500	213.247	Real Estate-Auditorium			22500		15000			22500			22,500						16
17	503				1000					107	893	1000	213.253	Records Center			1300		300			1300			1,300						17
18	704				-					-	-	-	213.255	Registrar of Voters			2000		2000			2000			2,000						18
19	2113				5310					3234	2076	5310	213.312	Purchaser-Shop & Warehouse			10650		5340			10650			10,650						19
20	11778				9900					5802	4098	9900	213.417 .01	Public Works Maintenance Yard			12000		2100			12000			12,000						20
21	8413				9000					4638	4362	9000	213.417 .02	Public Works 150 Otis Street			13000		4000			13000			13,000						21
22	-				-					-			213.417 .03	Public Works 450 McAllister Street			13000		13000			13000			5,000						22
23	-				-					-			213.417 .04	New Hall of Justice			12000		12000			12000			12,000						23
24	5305				8000					3640	4360	8000	213.425	Public Works Sewage Pumping Stations			8500		500			8500			8,500						24
25	49659				57920					20467	37453	57920	213.427	Public Works Sewage Treatment Plants			81010		23090			81010			58,110						25
26	453				500					10	490	500	213.431	Public Works Street Cleaning			1400		900			1400			1,400						26
27	13783				13000					7428	5572	13000	213.513	Public Health Helth Bldg.& Health Centers			82370		69370			82370			39,730						27
28	228				250					114	136	250	213.515	Adult Guidance Center 150 Otis Street			1700		1450			1700			1,700						28
29	669				1000					447	553	1000	213.545	Venereal Disease Control 33 Hunt Street			8400		7400			8400			3,400						29
30	7082				7500					4269	3202	7471	213.551	Emergency Hospitals			9320		1820			9320			9,070						30
31	42296				43400					22002	21398	43400	213.553	Hassler Health Home			105560		62160			105560			45,360						31
32	29196				30000					13614	16386	30000	213.555	Laguna Honda Home			117500		87500			117500			117,500						32
33	203900				304683				725456	370899	659240	1030139	213.555 .50	Laguna Honda Home Deferred Maint. Projects			199300		-105383			199300			19,300						33
34																															34
35																															35

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 14

EXPLANATION SHEET

SUMMARY

MAINTENANCE & REPAIR OF PUBLIC BUILDINGS - 213 ACCOUNT

1961-62 BUDGET

DEPARTMENT	URGENT				NECESSARY				DESIRABLE				
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6	Priority 7	Priority 8	Priority 9	Priority 10	Priority 11	Priority 12	Total Requests 1961-62 Budget
	Health & Safety	Preservation of Property Values	Increase Efficiency	Appearance & Modernization	Health & Safety	Preservation of Property Values	Increase Efficiency	Appearance & Modernization	Health & Safety	Preservation of Property Values	Increase Efficiency	Appearance & Modernization	
City Hall	$ 38,860	$ 13,060	$ —	$ 24,710	$ —	$ —	$ —	$ 57,660	$ —	$ —	$ —	$ —	$ 134,290
Art Commission	200	—	—	—	—	—	—	—	—	—	—	—	200
City Planning	1,200	—	—	1,900	—	—	—	800	—	—	—	—	3,900
Disaster Council & Corps.	1,000	—	—	—	—	—	—	—	—	—	—	—	1,000
Fire Department	54,250	6,760	3,360	37,680	2,260	400	—	50,090	—	—	—	11,600	166,400
Police Department	16,000	3,920	—	6,970	—	1,600	—	9,550	—	—	—	—	38,040
Public Welfare	11,250	7,000	—	11,450	—	—	—	—	—	—	—	—	29,700
Sheriff	41,840	16,220	1,200	1,000	11,700	—	—	2,500	—	—	—	16,000	90,460
Youth Guidance Center	32,750	23,430	—	20,580	—	—	3,950	3,800	—	—	—	1,960	86,470
Log Cabin Ranch	15,960	1,800	—	—	—	—	—	1,960	—	—	—	300	20,020
Department of Electricity	5,600	1,500	—	—	—	—	—	3,000	—	—	—	—	10,100
Farmers' Market	1,000	—	—	—	—	—	—	—	—	—	—	—	1,000
Real Estate													
Civic Auditorium-Brooks Hall	22,500	—	—	—	—	—	—	—	—	—	—	—	22,500
Finance & Records (150 Otis)	1,000	300	—	—	—	—	—	—	—	—	—	—	1,300
Recorder & Registrar of Voters	2,000	—	—	—	—	—	—	—	—	—	—	—	2,000
Purchaser	5,250	5,400	—	—	—	—	—	—	—	—	—	—	10,650
Public Works													
Hall of Justice	12,000	—	—	—	—	—	—	—	—	—	—	—	12,000
2323 Army Street	12,000	—	—	—	—	—	—	—	—	—	—	—	12,000
450 McAllister	13,000	—	—	—	—	—	—	—	—	—	—	—	13,000
150 Otis Street	13,000	—	—	—	—	—	—	—	—	—	—	—	13,000
Sewage Pumping Stations	5,000	3,500	—	—	—	—	—	—	—	—	—	—	8,500
Sewage Treatment Plants	26,600	30,610	500	400	500	—	—	20,800	500	1,100	—	—	81,010
Street Cleaning	1,000	400	—	—	—	—	—	—	—	—	—	—	1,400
Public Health													
Health Center Bldg.	27,000	7,250	—	5,480	—	—	—	33,780	—	—	—	8,860	82,370
Adult Guidance Center	1,000	—	—	700	—	—	—	—	—	—	—	—	1,700
Venereal Disease Clinic	1,500	—	—	1,900	—	—	—	5,000	—	—	—	—	8,400
Emergency Hospitals	6,500	1,200	—	1,370	—	—	—	—	—	—	—	250	9,320
Hassler Health Home	45,360	—	—	—	—	60,200	—	—	—	—	—	—	105,560
Laguna Honda Home	295,800	21,000	—	—	—	—	—	—	—	—	—	—	316,800
San Francisco Hospital	309,000	21,000	—	—	—	—	—	—	—	—	—	—	330,000
Public Libraries	49,800	2,260	—	15,400	—	—	—	18,110	—	—	—	350	85,920
Totals	$1,069,220	$ 166,610	$ 5,060	$ 129,540	$ 14,460	$ 62,200	$ 3,950	$ 207,050	$ 500	$ 1,100	—	$ 39,320	$ 1,699,010
Accumulative Totals		1,235,830	1,240,890	1,370,430	1,384,890	1,447,090	1,451,040	1,658,090	1,658,590	1,659,690	—	1,699,010	

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

842

Department Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 15 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec No (Item No.)	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request: With 1960-1961 Budget Cols. 3 and 8 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate C.A.O.	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Explanation
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1														MAINTENANCE & REPAIR SUMMARY PUBLIC BUILDINGS (Continued)															
2	35364				37000					21651	15349	37000	213.557	San Francisco Hospital			123000		86000			123000			123,000				
3	456799				425274				548527	114270	859531	973801	213.557 .50	San Francisco Hospital Deferred Maint. Projects			207000		-218274			207000			207,000				
4	52543				40110				277	17736	22374	40110	213.631	Public Library			85920		45810			85920			62,460				
5	1178873				1240647				1271510	715233	1804618	2519851	TOTAL - MAINT.& REPAIR-PUBLIC BLDGS.				1699010		458363			1699010			1,353,010				
6	59705				62053				-7053	-	55000	55000	LESS - Bureau of Architecture				-		-62053			-							
7	29078				24280				-	-	24280	24280	LESS -Building Repair-Traffic Striping				30506		6226			30506			30,506				
8	88783				86333				-7053	-	79280	79280	TOTAL - TRANSFERS				30506		-55827			30506			30,506				
9	1089090				1154314				1286563	715233	1725338	2440571	NET - MAINTENANCE & REPAIR-PUBLIC BLDGS.				1668504		514190			1668504			1,322,504				
10																													
11																													
12																													
13													MAINTENANCE & REPAIR OF PUBLIC BUILDINGS																	
14														RECAPITULATION															
15																													
16													DEPTS.	UNDER CHIEF ADMINISTRATIVE OFFICER															
17	134909				149950					60670	89280	149950		DEPT. OF PUBLIC WORKS			275200		125250			275200			186,640				
18	789317				862107				1273983	554634	1581367	2136061		Dept. of Public Health & Health Buildings			854150		-7957			854150			746,060				
19	1491				2600					978	1622	2600		Dept. of Electricity			10100		7500			10100			7,100				
20	1233				1000					410	590	1000		FARMER'S MARKET			1000		-			1000			1,000				
21	17215				7500					3221	4279	7500		Real Estate - Auditorium			22500		15000			22500			22,500				
22	503				1000					107	893	1000		Records Center			1300		300			1300			1,300				
23	704				-					-	-	-		Registrar of Voters			2000		2000			2000			2,000				
24	2113				5310					3234	2076	5310		Purchaser-Shops warehouse			10650		5340			10650			10,650				
25	942485				10,9467				1271983	623314	1680107	2303421		Sub - Total			1176900		147433			1176900			977,250				
26	211380				211180				5527	91919	124511	216430		Other Departments			522110		310930			522110			375,760				
27	1178873				1240647				1279510	715233	1804618	2519851		Total			1699010		458363			1699010			1,353,010				
28																													
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CONTROLLER'S FORM No. 4288

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 843
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: 16 of 30 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget: Cols. 5 and 8 (+) Increase (-) Decrease: Force	Amount	Recommended by Office Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C.A.O. 21	22	23	24	25	26	27	28	
1													213	MAINTENANCE AND REPAIRS PUBLIC BUILDINGS															1
2																													2
3													213.000	CITY HALL AND OLD HALL OF JUSTICE															3
4	32196				32500					20996	11504	32500		Mis. Maintenance CITY HALL and repairs			32500	-	-		32500			32,500				A	4
5	17184				15130					2788	12342	15130		Specific Jobs CITY HALL: Under $2000			54590		39400		54590			36,130				B	5
6																													6
7														Specific Jobs CITY HALL-Over $2000	Priority													7
8	-				-					-	-	-		Misc. Maintenance Painting Public Toilet Rooms		2	8000		8000		8000			8,000				C	8
9	-				-					-	-	-		Complete Painting of East & West Portions of Rotunda		8	31650		31650		31650			0				D	9
10	-				-					-	-	-		Clean Stonework of Main Floor Lobbies		8	7550		7550		7550			0				E	10
11	54380				47630					23784	23846	47630		Total - City Hall			134290		86660		134290			76,630					11
12																													12
13																													13
14																													14
15																													15
16																													16
17																													17
18																													18
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21																													21
22																													22
23																													23
24																													24
25																													25
26																													26
27	-				-				-	-	-	-	213.000	OLD HALL OF JUSTICE															27
28	4921				17000					2329	14671	17000		Misc. Maintenance & Repairs			-		-17000		-								28
29																													29
30	4921				17000					2329	14671	17000		TOTAL- OLD HALL OF JUSTICE			-		-17000		-								30
31																													31
32	59301				64630					26113	38517	64630		City Hall and TOTAL: Old Hall of Justice			134290		69660		134290			76,630					32
33	-				1420	7.1.60	SJ	#7	-1420	-	-	-		Transfer to Bureau of Architecture			-		-1420		-								33
34	59301				63210				1420	26113	35817	64630		City Hall and NET- Old Hall of Justice			134290		71080		134290			76,630					34
35																													35

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	CITY HALL	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	$30,000	
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 6 ELEVATORS, AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	2,500	$32,500
B	1		ANNUAL OVERHAUL OF STEAM AND RETURN LINES BETWEEN POWER HOUSE AND CIVIC CENTER BLDGS. ABOUT 2000 LIN. FT. EACH. BASED UPON PAST EXPERIENCE.	1,900	
	1		GENERAL PLUMBING REPAIRS IN 9 PUBLIC TOILET RMS. AND ABOUT 50 PRIVATE TOILET RMS. BASED UPON PAST EXPERIENCE.	1,960	
	1		REPAIRS TO FLUORESCENT LIGHT FIXTURES IN VARIOUS OFFICES.	1,000	
	1		REPAIRS TO DEFECTIVE MARBLE FLOORS IN BUILDING CORRIDORS.	1,500	
	2		REPAIR DOOR HINGES AND CLOSERS THROUGHOUT BUILDING. BASED UPON PAST EXPERIENCE.	1,500	
	2		REPAIRS TO DOOR LOCKS. BASED UPON PAST EXPERIENCE.	1,000	
	2		REPAIR EXTERIOR COPPER FACING OF DOME. CONTINUING PROJECT.	1,960	
	2		POWER HOUSE: REPAIR TOOL LOCKERS, WASHROOM, SHOWER AND PHONE BOOTH AND PAINT.	600	
	4		REQUIRED MAINTENANCE AND REPAIRS TO VENETIAN BLINDS IN VARIOUS OFFICES.	1,000	
	8		PAINT CEILING AND ROOF TRUSSES IN CIVIC CENTER POWER HOUSE.	1,500	
	8	CITY ARCHITECT	PAINT WALLS AND CEILINGS AND VARNISH WOODWORK IN RMS. 266 & 268. PAINT DIRTY-LAST PAINTED ABOUT 1936.	900	
	4	CITY ATTORNEY	PAINT CEILINGS OF RMS. 8 & 9 - UNPAINTED PLASTER PATCHES.	200	
	8		PAINT WALLS AND CEILINGS OF RMS. 1-2-3-4-5-6. LAST PAINTED ABOUT 1950.	1,500	
	4	CITY ENGINEER	PAINT WALLS AND CEILINGS OF RMS. 352 and 353. VERY DIRTY. LAST PAINTED ABOUT 1938.	800	
	8		PAINT WALLS AND CEILINGS OF RMS. 355, 358, 359 (ANTEROOM & CITY ENGINEER'S OFFICE) AND 368H AND HALLWAY OF RM. 351. LAST PAINTED ABOUT 1950.	1,960	
	8		460 MC ALLISTER ST.: PAINT INTERIOR OF BUILDING. LAST PAINTED ABOUT 1946.	1,800	
	4	CIVIL SERVICE	PAINT WALLS, CEILINGS AND WOODWORK OF MISCELLANEOUS OFFICES. PAINT DIRTY AND PLASTER WALLS CHIPPED. LAST PAINTED ABOUT 1953.	1,800	
	4	CONTROLLER	PAINT WALLS AND CEILING OF GENERAL OFFICE. PAINT DIRTY - LAST PAINTED 1950.	1,960	
	4		PAINT CONTROLLER'S OFFICE, OFFICE OF ACCOUNTS & REPORTS AND REPORT OFFICE IN OFFICE OF BUDGET & REPORT. PAINT DIRTY - LAST PAINTED ABOUT 1950.	1,900	
	8		PAINT UTILITY AUDITS OFFICES, RECEPTION OFFICE, SECRETARY'S OFFICE AND ASS'T. CONTROLLER'S OFFICE. LAST PAINTED ABOUT 1950.	1,900	
	8	FINANCE & RECORDS	PAINT PARKING METER COLLECTING RM. LAST PAINTED ABOUT 1945.	300	
	4	FIRE DEPARTMENT	PAINT MISCELLANEOUS OFFICES OF FIRE DEPT. HEADQUARTERS IN RM. 2. PAINT VERY DIRTY, QUITE A BIT PEELING FROM CEILINGS, SOME UNPAINTED PLASTER PATCHES. LAST PAINTED ABOUT 1938.	1,960	
	4		PAINT MISCELLANEOUS OFFICES OF DIVISION OF FIRE PREVENTION & INVESTIGATION IN RM. 2. PAINT VERY DIRTY, QUITE A BIT PEELING FROM CEILINGS AND SOME UNPAINTED PLASTER PATCHES. LAST PAINTED ABOUT 1938.	1,960	
	4		REPAIR LINOLEUM FLOOR COVERING IN CAPTAIN'S OFFICE.	250	
	4	MUNICIPAL COURTS	PAINT SMALL CLAIMS OFFICE (RM. 303), CLERK'S OFFICE (RMS. 300-301) AND HALLWAY, JURY DELIBERATING RM. NO. 1 & TOILET ROOMS OF RM. 302. PAINT VERY DIRTY - LAST PAINTED ABOUT 1945.	1,600	
	4		PAINT COURTROOM (RM. 383), JUDGE'S CHAMBERS & ANTEROOM (RM. 386) DEPT. 1. LAST PAINTED ABOUT 1949.	1,600	
	4		PAINT RMS. 303, 306 & 310 - AREA TO BE OCCUPIED BY PRESIDING JUDGE.	1,900	
	4		PAINT MISCELLANEOUS JUDGES' CHAMBERS, ANTEROOMS AND COURTROOMS AS NECESSARY BECAUSE OF NEW OCCUPANCY OF QUARTERS AS A RESULT OF TRANSFERS.	1,900	

(CONTINUED)

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
	8		PAINT COURTROOM (RM. 389), JUDGE'S CHAMBERS & ANTEROOM (RM. 397) DEPT. 2. LAST PAINTED ABOUT 1955.	1,600	
	8		PAINT COURTROOM (RM. 379) OF DEPT. 6. LAST PAINTED ABOUT 1955.	1,000	
	8		PAINT JURY COMMISSIONER'S OFFICE (RM. 305). LAST PAINTED ABOUT 1947.	350	
	4	PUBLIC UTILITIES COMMISSION	PAINT HALLWAY AND 3 OFFICES. VERY DIRTY - LAST PAINTED ABOUT 1949.	1,960	
	8	RECORDER	PAINT WALLS AND CEILING OF MEZZANINE. LAST PAINTED ABOUT 1945.	1,100	
	4	SUPERIOR COURTS	PAINT MISCELLANEOUS JUDGES' CHAMBERS, ANTEROOMS AND COURTROOMS AS NECESSARY BECAUSE OF NEW OCCUPANCY OF QUARTERS AS A RESULT OF TRANSFERS.	1,960	
	8		PAINT COURTROOM OF DEPT. 20 (RM. 435).	1,700	
	8		CLEAN AND VARNISH CHAIRS IN COURTROOMS, RMS. 402, 403 AND 411.	1,700	
	8		CLEAN AND VARNISH CHAIRS IN COURTROOMS, RMS. 418 AND 426.	1,150	
	4	TAX COLLECTOR	PATCH PLASTER AND PAINT CEILING OF SOUTH SECTION OF MAIN OFFICE. UNPAINTED AREAS EXPOSED WHEN LIGHT FIXTURES WERE RELOCATED.	1,960	$54,590
C	2	CITY HALL	ESSENTIAL MISCELLANEOUS MAINTENANCE PAINTING IN PUBLIC TOILET RMS., CORRIDORS, LOBBIES, ETC. REQUIRED TO PRESERVE THE VALUE OF THE BUILDING.	8,000	8,000
D	8		COMPLETE PAINTING OF EAST AND WEST PORTIONS OF ROTUNDA.	31,650	31,650
E	8		CLEAN STONEWORK OF MAIN FLOOR LOBBIES ON VAN NESS AVE. & POLK ST. SIDES OF BUILDING	7,550	7,550

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department Board or Commission PUBLIC SAFETY — Duty Unit Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 17 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1960-1961 (Dollars Only)	1960-1961 BUDGET Salary Grid Section Number	Number of Employees	Rate	Amount (Dollars Only)	1960-1961 SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual For 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Footnotes
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													213.111	ADULT PROBATION OFFICE						P.A.C.									
2	-									25	475	500		Misc.Maintenance & Repairs			-		-500			-							
3																													
4																													
5																													
6																													
7																													
8													213.113	ART COMMISSION															
9	163									7	193	200		Misc. Maintenance & Repairs			200		-			200			200				A
10																													
11																													
12																													
13																													
14																													
15																													
16													213.119	CITY PLANNING															
17	942		1000							136	864	1000		Misc.Maintenance & Repairs			1200		200			1200			1,200				B
18	-									341	9	350		Specific Jobs Under $2000.00			2700		2350			2700			1,900				C
19	942		1000							477	873	1350		Total - City Planning			3900		2550			3900			3,100				
20																													
21																													
22																													
23																													
24																													
25																													
26																													
27													213.134	Disaster Council & Corps															
28	-		-							-	-	-		Misc.Maintenance & Repairs			1000		1000			1000			250				D
29	-		-							-	-	-		Specific Jobs Under $2000.			-		-			-							
30	-		-							-	-	-		Total Disaster Council and Corps			1000		1000			1000			250				
31																													
32																													
33																													
34																													
35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	ART COMMISSION (100 LARKIN ST.)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	200	200
B	1	CITY PLANNING COMMISSION (100 LARKIN ST.)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	1,200	1,200
C	4		PAINT LIBRARY, REST RMS., 2 OFFICES IN LAND PLANNING DEPT. AND 3 ZONING DIVISION OFFICES. LAST PAINTED ABOUT 1948.	1,900	
	8		PAINT DRAFTING RM. LAST PAINTED ABOUT 1948.	800	2,700
D	1	DISASTER COUNCIL & CORPS	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS TO 4 WARDEN SERVICE AND POLICE RESERVE OFFICES AT VARIOUS LOCATIONS, BASED UPON PAST EXPERIENCE.	1,000	1,000

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

848

Department, Board or Commission [illegible] Bureau or Division BUILDING REPAIR Appropriation Number 1.417 Sheet Number 18 of 30 Sheets Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Salary Ordinance Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS AND TRANSFERS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Col. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1													213.14	FIRE DEPARTMENT														
2	32865							-	17.17	18203	35500			Misc.Maintenance & Repairs			[illegible]							35,500				
3	[illegible]							-	70[illegible]	27670	34700			Specific Jobs Under $2000			24100		-5000			24100		15,220				
4																												
5								-	-					Fire Department [illegible]														
6	[illegible]								[illegible]	[illegible]	1.			Concrete Repairs Under [illegible]		1	12[illegible]					150[illegible]		12,000				
7	-							-	271	1[illegible]7	[illegible]			Maintenance Painting Exterior Woodwork Etc., Various Engine [illegible]		2	3[illegible]0		-1[illegible]			[illegible]10		3,010				
8	-							-	-	-	-			Maintenance Painting-Plaster Repairs-Various Engine House		4	3[illegible]0		-33[illegible]			33320		33,320				
9								-	-	-	-			Maintenance Painting-Plaster Repairs-Various Engine House		8	[illegible]20		-[illegible]23			[illegible]23		0				
10								-	-	-	-			Paint Concrete Smokestack-Pump Station #1		6	1[illegible]7		[illegible]00			170		0				
11								-	-	-	-			Eng. #22-Plaster Repairs & Paint Interior of Bldg.		12	[illegible]		-[illegible]			[illegible]2[illegible]		0				
12	-			-				-	-	-	-			Eng. #23-Plaster Repairs & Paint Interior of bldg.		12	2[illegible]0		[illegible]20			3120		0				
13	78010			[illegible]				-	[illegible]1[illegible]	23[illegible]	[illegible]2.0			TOTAL - FIRE DEPARTMENT			1[illegible]		[illegible]4[illegible]			1[illegible]5[illegible]		99,050				
14																												
15																												
16																												
17																												
18																												
19																												
20																												
21																												
22													213.161	POLICE DEPT.-DISTRICT STATIONS														
23	16[illegible]			1[illegible]				-	78[illegible]	8613	16500			Misc.Maintenance & Repairs			16000		-500			16000		16,000				
24	1[illegible]			[illegible]				-	-	[illegible]400	[illegible]400			Specific Jobs Under $2000			[illegible]		1[illegible]60			22040		5,220				
25	20[illegible]			1[illegible]				-	78[illegible]	11073	18960			TOTAL-POLICE DEPARTMENT			[illegible]		[illegible]0			38040		21,220				
26																												
27																												
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DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	FIRE DEPARTMENT	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS BASED UPON PAST EXPERIENCE - 56 BUILDINGS.	$30,000	
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS TO HEATING SYSTEMS - 56 BUILDINGS.	5,500	$35,500
B	1	ENGINE CO. # 9	REPAIR LINOLEUM IN OFFICERS' AND COMMUNICATION RMS. AND KITCHEN.	700	
	1	ENGINE CO. # 17	REPAIR TRAP DOOR IN STEVENSON STREET SIDEWALK.	400	
	1	ENGINE CO. # 38	REPAIR DEFECTIVE FLOOR IN CHIEF'S AND OFFICERS' BATHROOMS.	350	
	1	ENGINE CO. # 42	REPAIR NON-SKID MATERIAL ON SPIRAL STAIRS.	300	
	1	ENGINE CO. # 43	REPAIR NON-SKID MATERIAL ON SPIRAL STAIRS.	300	
	1	ENGINE CO. # 48	REPAIR NON-SKID MATERIAL ON SPIRAL STAIRS.	300	
	1	ENGINE CO. # 48	REPAIR SIDEWALK IN FRONT AND SIDE OF BUILDING.	300	
	1	JONES ST. TANK	REPAIR ELECTRICAL WIRING IN OFFICE AND GATE HOUSE.	1,100	
	2	ENGINE CO. # 9	REPAIR LEAKING FLOOR OF 2ND FLOOR WASHROOM.	700	
	2	ENGINE CO. # 21	CAULK EXTERIORS OF WINDOWS IN REAR OF BUILDING.	200	
	2	ENGINE CO. # 24	REPAIR HOSE RACK-ROOFING ROTTED.	600	
	2	ENGINE CO. # 30	REPAIR TAR AND GRAVEL ROOF OF HOSE TOWER.	200	
	2	ENGINE CO. # 30	PAINT ALL METALWORK IN BUILDING-CORRODING.	960	
	2	ENGINE CO. # 33	REPAIR ROTTED WOOD FENCE IN REAR YARD.	700	
	2	ENGINE CO. # 38	WEATHERPROOF VENT LOUVRES IN HOSE TOWER.	390	
	3	ENGINE CO. # 19	REPAIR HOSE RACKS-WOOD ROTTED AND DETERIORATED.	1,960	
	3	ENGINE CO. # 19	REPAIR TAR AND GRAVEL ROOFS OF HOSE RACKS.	1,400	
	4	ENGINE CO. # 19	REPAIR KITCHEN CABINETS.	600	
	4	ENGINE CO. # 28	REPAIR DAMAGED TILEWORK IN HOUSE.	400	
	4	ENGINE CO. # 36	REPAIR LINOLEUM FLOORING IN WASHROOM, BOOT ROOM & TOILETS.	350	
	4	ENGINE CO. # 42	REPAIR ROTTED WOOD WALL SILLS OF DRYING ROOM.	350	
	4	FIRE COLLEGE	WATERPROOF EXTERIOR FACING OF DRILL TOWER & INTERIOR FLOOR SLABS.	700	
	4	MISC. HOUSES	SEAL TERRAZZO FLOORS IN KITCHENS AND BATHROOMS OF FOLLOWING ENGINE COMPANIES: #4, #6-#11-#-12, #13-#21-#26-#34-#40-#41 & #45.	1,960	
	5	ENGINE CO. # 3	REPAIR FLOOR OF COMMUNICATION ROOM.	760	
	5	ENGINE CO. # 35	REPAIR CONCRETE DRIVEWAY IN FRONT OF HOUSE.	800	
	5	ENGINE CO. # 49	REPAIR COMMUNICATION ROOM FLOOR.	700	
	6	ENGINE CO. # 26	REPAIR GUTTER BEHIND RETAINING WALL IN REAR OF HOUSE.	400	
	8	ENGINE CO. # 2	REPAIR LINOLEUM IN DORMITORY AND OFFICERS' ROOMS.	1,400	
	8	ENGINE CO. # 16	REPAIR LINOLEUM FLOOR IN COMMUNICATION ROOM.	250	
	8	ENGINE CO. # 22	REPAIR AND PAINT EXTERIOR OF HOUSE.	1,960	
	8	ENGINE CO. # 24	REPAIR FLOOR IN COMMUNICATION ROOM.	800	
	8	ENGINE CO. # 33	REPAIR FLOOR AND WALLS OF 1ST FLOOR TOILET ROOM.	1,000	
	8	ENGINE CO. # 39	REPAIR CEMENT SLAB OF SIDE PORCH.	300	

(CONTINUED)

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
B	8	ENGINE CO. # 46	RESURFACE REAR CONCRETE YARD.	$ 650	$
	8	ENGINE CO. # 48	REPAIR FLOOR IN COMMUNICATION ROOM.	800	
	8	PUMP STA. # 1	REPAIR TILEWORK IN FIREROOM AND ENGINE ROOM.	300	
	12	ENGINE CO. # 22	REPAIR SHED IN REAR OF BUILDING.	1,800	
	12	ENGINE CO. # 23	PAINT EXTERIOR OF ALL BUILDINGS.	1,960	29,100
C	1	FIRE DEPARTMENT	REPAIR LEAKING CONCRETE UNDERGROUND CISTERNS. CONTINUING PROJECT.	15,000	15,000
D	2	MISCELLANEOUS	REQUIRED MAINTENANCE PAINTING OF EXTERIOR WOODWORK AND METALWORK AT THE FOLLOWING ENGINE COS.: #9-#13-#26-old #40 and TWIN PEAKS RESERVOIR CARETAKER'S COTTAGE AND GARAGE.	3,010	3,010
E	4		REQUIRED MAINTENANCE PAINTING OF INTERIOR WALLS AND CEILINGS AND REPAIRS TO DAMAGED AND CRACKED PLASTER AT THE FOLLOWING ENGINE COMPANIES: ENG. # 3-#7-#8-#19-#25-#27-#28-#35-#36-#37-#42-#43-#46-#49 and TRUCK CO. # 1.	33,320	33,320
F	8		REQUIRED MAINTENANCE PAINTING OF INTERIOR WALLS AND CEILINGS AND REPAIRS TO DAMAGED AND CRACKED PLASTER AND EXTERIOR APPEARANCE PAINTING AT THE FOLLOWING ENGINE COMPANIES: ENG. #5-#6-#10-#13-#20-#21-#26-#27-#29-#30-#41-#44-#45-#46 AND THE FIRE COLLEGE, JONES ST. TANK AND THE FIRE CHIEF'S RESIDENCE.	35,930	35,930
G	8	PUMP STA. # 1	PAINT CONCRETE SMOKESTACK.	6,700	6,700
H	12	ENGINE CO. # 22	REPAIR DAMAGED PLASTER AND PAINT INTERIOR OF BUILDING.	3,920	3,920
I	12	ENGINE CO. # 23	REPAIR DAMAGED PLASTER AND PAINT INTERIOR OF BUILDING.	3,920	3,920

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
	1	POLICE DEPARTMENT	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE FOR 14 DISTRICT STATIONS. (THREE OF THESE ACTIVITIES ARE TO BE TRANSFERRED TO THE NEW HALL OF JUSTICE, HOWEVER THE BUREAU OF BUILDING REPAIR MUST MAINTAIN THE BUILDINGS UNTIL SUCH TIME AS THE FINAL USAGE AND DISPOSITION IS REALIZED.)	$14,000	
	1		SERVICING AND UNFORESEEN REPAIRS TO BOILERS AND HEATING SYSTEMS IN 11 DISTRICT STATIONS WHICH OPERATE 24 HOURS PER DAY 7 DAYS PER WEEK.	2,000	$16,000
	2	PARK STATION:	REPAIR SLATE ROOF OF STABLE BUILDING IN REAR OF STATION (BUILDING USED BY POLICE RESERVES).	1,960	
	2	RICHMOND STA.:	REPAIR SLATE ROOF OF STABLE BUILDING IN REAR OF STATION (BUILDING USED BY POLICE RESERVES).	1,960	
	4	INGLESIDE STATION:	PAINT ASSEMBLY ROOM - VERY DIRTY. LAST PAINTED ABOUT 1946.	1,300	
	4	NORTHERN STATION:	PAINT CAPTAIN'S, CLERK'S AND SERGEANT'S OFFICES AND TELEPHONE SWITCHBOARD ROOM.	1,960	
	4	PARK STATION:	PAINT ASSEMBLY ROOM AND BOTH TOILET ROOMS - VERY DIRTY. LAST PAINTED ABOUT 1948.	1,750	
	4	POTRERO STATION:	PAINT LIEUTENANT'S, WARRANT AND BOOKING OFFICES, CELL AREA AND 1ST FLOOR TOILET RM. - VERY DIRTY. LAST PAINTED ABOUT 1947.	1,960	
	6	PISTOL RANGE:	PAINT FIRING LINE AREA.	1,600	
	8	MISSION STATION:	PAINT ASSEMBLY & LOCKER ROOMS. LAST PAINTED ABOUT 1950.	1,900	
	8	PARK STATION:	COVER WOOD FLOOR OF ASSEMBLY ROOM WITH ASPHALT TILE.	1,300	
	8	PISTOL RANGE:	PAINT SPECTATORS' AREA. LAST PAINTED ABOUT 1946.	1,800	
	8	RICHMOND STATION:	COVER WOOD FLOOR OF ASSEMBLY ROOM WITH ASPHALT TILE.	1,200	
	8	RICHMOND STATION:	COVER WOOD FLOOR OF POLICE RESERVE MEETING ROOM WITH ASPHALT TILE.	1,700	
	8	TARAVAL STATION:	PAINT CAPTAIN'S AND CLERK'S OFFICES, ASSEMBLY ROOM AND 1ST FLOOR TOILET ROOM. LAST PAINTED ABOUT 1948.	1,650	22,040

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

852

Dept. Inst. Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,417 — Sheet Number 19 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees (Full Time Equiv.)	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Prd. 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21 C.A.O.	22	23	24	25	26	27	28	
1	-				-				-	-			21.162	PUBLIC WELFARE															
2	5715				-	[illegible]			[illegible]	2067	3183	5250		Misc.Maintenance & Repairs			7250		7250			7250			7,250				A
3	-				1500				-	361	1139	1500		Specific Jobs Under $2000			1900		400			1900			1,900				B
4																													C
5														Public Welfare Specific Jobs Over $2000 Priority														D
6	4198				-				-	-	-	-		Replace Main Tar & Gravel Roof			-		-			-							E
7	-				-				-	-	-	-		Paint Exterior Wood Trim & Metalwork on Bldg.		2	7000		7000			7000			7,000				
8	-				-				-	-	-	-		Maintenance Painting Misc. Offices & Corridors		4	4000		4000			4000			4,000				
9	-				-				-	-	-	-		Steam Clean Exterior of Bdg.		4	5550		5550			5550			5,550				
10	10013				11[illegible]0				[illegible]0	2428	4322	6750		TOTAL-PUBLIC WELFARE			25700		24200			25700			25,700			/	
11																													
12																													
13																													
14																													
15																													
16																													
17																													
18																													
19																													
20	-				-				-	-																			
21	1723				4000				-	1382	2618	4000		Misc.Maintenance & Repairs			4000		-			4000			4,000			/	F
22	-				250				-	-	250	250		Specific Jobs Under $2000			-		-250			-							
23	1723				4[illegible]				-	1[illegible]	[illegible]	4250		Simple Men's Rehabilitation TOTAL: [illegible]			4000		-250			4000			4,000			/	
24	11936				[illegible]				2250	[illegible]	7190	11000		Public Welfare Dept. & TOTAL:Single Men's Rehab.Center			29700		<4950			29700			29,700			/	
25	414				[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	-	-	-		Transfer to Bureau of Architecture			-		-267			-							
26	11522				[illegible]				[illegible]	3810	7190	11000		Public Welfare Dept. & NET-Single Men's Rehab.Center			29700		<4217			29700			29,700			/	
27																													
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BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 19 EXPLANATION SHEET 853

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

PRIORITY	LOCATION		ESTIMATED COST	TOTAL
1	PUBLIC WELFARE DEPT. 585 BUSH ST.	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	$ 5,000	
1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 1 ELEVATOR, AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	250	
1	150 OTIS STREET	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE. (TOTAL OF 10,700 SQ.FT. OF FLOOR SPACE OCCUPIED).	2,000	$ 7,250
4	150 OTIS STREET	MAINTENANCE PAINTING OF MISCELLANEOUS OFFICES AND CORRIDORS.	1,900	1,900
2	ITEMS OVER $2,000 585 BUSH ST.	PAINT ALL EXTERIOR WOOD TRIM AND METALWORK ON BUILDING.	7,000	7,000
4		MAINTENANCE PAINTING OF MISCELLANEOUS OFFICES AND CORRIDORS.	4,000	4,000
4		STEAM CLEAN EXTERIOR OF BUILDING, VERY DIRTY.	5,550	5,550
1	SINGLE MENS' REHABILITATION CENTER - REDWOOD CITY	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	4,000	4,000

CONTROLLER'S FORM No. 4288

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 20 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate C.A.O.	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													213.173	SHERIFF-JAILS #2 & #4														
2	9346				10730					4904	5096	10000		Misc.Maintenance & Repairs			24500		14500			24500			24,500				
3	10278				7000					2133	6867	9000		Specific Jobs Under $2000			34710		25710			34710			32,210				A
4																													B
5	—													Specific Jobs Over $2000															
6	—				—									SHERIFF:	Priority														
7	—				—									Maint. & Repairs Various Blower, Pumps, Compressors, Etc.		2	3550		3550			3550			3,550				C
8	—				—									OVERHAUL ELEVATOR MOTORS & Hoisting Equipment		5	11700		11700			11700			0				D
9	19624				19000					7037	11963	19000		Sandblast & Paint Exterior Concrete Walls-Jail #2 & 4 Sheriff		12	16000		16000			16000			0				E
10	—				492	7.1.60	SJV	#47	492	—	—	—		TOTAL Co. Jails #2 & #4			90460		71460			90460			60,260				
11	19624				19492				492	7037	11963	19000		TRANSFERRED TO BUREAU OF ARCHITECTURE Sheriff			—		492			—							
12														NET Co. Jails #2 & #4			90460		71952			90460			60,260				
13																													
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15																													
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BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 20 EXPLANATION SHEET 855

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	SHERIFF-COUNTY JAILS # 2 & # 4	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 7 BUILDINGS.	$20,000	$
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 2 ELEVATORS, AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	1,500	
	1		MISCELLANEOUS MAINTENANCE AND REPAIRS TO CELL DOOR LOCKS. BASED ON PAST EXPERIENCE. (TOTAL OF 640 CELL DOOR LOCKS).	3,000	24,500
B	1		REPAIR GROUNDED WIRING CIRCUITS AS NEEDED.	1,800	
	1		GENERAL SERVICING OF MAIN & AUXILIARY PANEL AND CONTROL CIRCUITS OF JAILS #2-#4, SEWAGE TREATMENT PLANT AND SAN ANDREAS PUMPING STATION. BASED ON PAST EXPERIENCE.	1,200	
	1		GENERAL REPAIRS AND SERVICING OF EMERGENCY SIGNAL LIGHT SYSTEM, CELL SIGNAL CONTROL BOARDS AND WIRING SYSTEMS AND INTERCOMMUNICATION PHONE SYSTEM AND CONTROL BOARDS.	1,960	
	1		REPAIR BROKEN WINDOW GLASS IN JAILS # 2 - # 4.	1,900	
	1		REPAIR AND MAINTENANCE OF 3 1/2 MILE LONG 10" WATER MAIN BETWEEN JAIL SUPPLY TANK AND PUMPING STATION. BASED ON PAST EXPERIENCE.	600	
	1		OVERHAUL STEAM TRAPS ON STEAM RETURN LINES OF JAILS #2 - #4. BASED ON PAST EXPERIENCE.	500	
	1		GENERAL REPAIRS AND MAINTENANCE TO STEAM AND CONDENSATE LINES. BASED ON PAST EXPERIENCE.	1,500	
	1		REPAIR STREET LIGHTING AND FLOOD LIGHTING SYSTEMS.	1,960	
	1		REPAIR DEFECTIVE OPERATING MECHANISMS ON 30 LOUVER TYPE WINDOWS IN JAIL # 2.	1,000	
	1		REPAIR STEAM HEATING SYSTEM JOHNSON MECHANICAL CONTROLS IN JAILS #2 - # 4.	1,000	
	1		REPAIR AND ALIGN GATE MECHANISMS AND BEARINGS OF 20 SLIDING GATES IN JAIL # 2.	1,960.	
	1		REPAIR MAIN STEAM LINE BETWEEN JAILS #2 & # 4 - BADLY CORRODED.	1,960	
	2		REPAIR ELEVATOR HATCHWAY DOOR HANGER MECHANISMS IN JAIL # 2.	1,750	
	2		REPAIR FLUSHOMETER STOPS IN JAILS #2 - #4.	1,960	
	2		REPAIR PRESSURE RELIEF VALVES ON 4 HOT WATER TANKS IN JAILS #2 - #4.	400	
	2		REPAIR DEFECTIVE LIGHT FIXTURES IN JAILS # 2 - # 4.	1,900	
	2		REPAIR ALL STEAM ANGLE STOP VALVES ON RADIATORS IN JAILS # 2 - # 4.	600	
	2		REPAIR CHECKS ON FRONT DOORS IN JAILS # 2 - # 4.	400	
	2		REPAIR AND PAINT SHEET METAL AIR EXHAUST HOODS ON ROOFS OF JAILS # 2 - # 4.	900	
	2		REPAIR MAIN PANELBOARD KNIFE SWITCHES IN JAIL # 2	1,960	
	2		REPAIR JAIL #4 ROOFS OVER HOSPITAL AND ADMINISTRATION BLDG.	1,900	
	2		REPAIR SIX WATTS MIXING VALVES IN JAIL # 2 SHOWER ROOM.	900	
	3		CHEMICALLY CLEAN 3 BOILERS IN JAIL # 2 TO REMOVE SCALE DEPOSITS.	2,[illegible]	
	4		REPAIR BRICKWORK ON LANDING AT BOTTOM OF STAIRWAY AT MAIN ENTRANCE TO JAIL # 2. BRICKWORK CRACKED DUE TO SETTLEMENT.	1,000	
	8		PAINT FRONT OFFICES OF JAIL #2, KITCHEN, DINING RM., RECREATION RMS. AND FRONT OFFICE OF JAIL # 4.	1,900	
	8		REPAIR DAMAGED PLASTER IN HOSPITAL, PROBATION OFFICE AND SHOWER IN JAIL # 2.	600	34,710
C	2	ITEMS OVER $2000	ESSENTIAL MAINTENANCE AND REPAIRS OF FOLLOWING BLOWERS, PUMPS, FANS AND COMPRESSORS: NO. 1 AIR BLOWER AT SEWER PLANT (RENEW BEARINGS, SEALS, ETC.); NO. 1 EFFLUENT PUMP AT SEWER PLANT (OVERHAUL, NEW RINGS, BEARINGS, ETC.); OVERHAUL JOHNSON AIR COMPRESSOR IN BOILER RM.; REPLACE BEARINGS ON TWO RE-CIRCULATING PUMPS AT SEWER PLANT; REPLACE BEARINGS ON SUPPLY AND EXHAUST FANS AT JAILS #2 AND #4; OVERHAUL BOILER FEED PUMPS AND HOT WATER RECIRCULATING PUMPS (RENEW SHAFTS, BEARINGS, IMPELLERS AND SLEEVES).	3,550	3,550
D	5		OVERHAUL ELEVATOR MOTOR AND HOISTING EQUIPMENT OF NORTH ELEVATOR IN JAIL # 2.	11,700	11,700
E	12		SANDBLAST AND PAINT EXTERIOR CONCRETE WALLS OF JAILS # 2 AND # 4.	16,000	16,000

CONTROLLER'S FORM No. 4218

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

856

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 21 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 9 and 8 (—) Decrease: Force	Amount	Recommended by Office Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Key
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C.A.Q. 21	22	23	24	25	26	27	28	
													213.186	YOUTH GUIDANCE CENTER JUVENILE HALL															
1																													
2	22651				22500					12523	9977	22500		Misc. Maintenance & Repairs			32750		10250			32750			32,750				A
3	794				2500					648	1852	2500		Specific Jobs Under $2000			13590		11090			13590			11,330				B
4														Youth Guidance Center															
5	-													Specific Jobs Over $2000	Priority														
6	-													Maintenance Painting Interior & Exterior Metalwork		2	8000		8000			8000			8,000				C
7	-													Maintenance Painting-Interior of Various Areas & Cottages		4	16000		16000			16000			16,000				D
8	-													Sand and Refinish Floor in in Boy's & Girls' Gyms		2	5000		5000			5000			5,000				E
9	-													Repair Wall Covering Various Chambers & Offices		4	3680		3680			3680			3,680				F
10	-													Repair Insulation in Boiler Room Vent System		7	3650		3650			3650			0				G
11	-													Paint Exterior Concrete Walls Cottages C-1-2-3		8	3800		3800			3800			0				H
12	23445				25000					13171	11829	25000		TOTAL-YOUTH GUIDANCE CENTER			86470		61470			86470			76,760				
13																													
14																													
15																													
16																													
17																													
18																													
19																													
20													213.187	LOG CABIN RANCH SCHOOL																
21	9470				10000					6426	3574	10000		Misc. Maintenance & Repairs			14000		4000			14000			14,000				I
22	3868				3310					1839	1471	3310		Specific Jobs Under $2000			6020		2710			6020			3,760				J
23	13338				13310					8265	5045	13310		Log Cabin TOTAL- Ranch School			20020		6710			20020			17,760				
24																													
25	36783				38310					21436	16874	38310		Youth Guidance Center & Total Log Cabin Ranch School			106490		68180			106490			94,520				
26	-				430	2.1.60	SJV	#17	-430	-	-	-		Transferred to Bureau of Architecture			-		-430			-							
27	36783				37880				430	21436	16874	38310		Youth Guidance Center & NET- Log Cabin Ranch School			106490		68610			106490			94,520				
28																													
29																													
30																													
31																													
32																													
33																													
34																													
35																													

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 21 EXPLANATION SHEET 857

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
	1	YOUTH GUIDANCE CENTER	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 15 BUILDINGS.	$30,000	$
A	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 4 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	2,750	32,750
	2		REPAIR WINDOWS AND PAINT CABLE CAR IN CHILDRENS' PLAYGROUND.	1,700	
B	2		WEATHERSTRIP PENTHOUSE DOORS ON ROOFS OF SERVICE & ADMINISTRATION BLDGS. TO ELIMINATE RAINWATER ENTERING BUILDING.	1,050	
	2		SERVICE AND REPAIR ALL RIXSON AND OVERHEAD DOOR CLOSERS IN INSTITUTION.	1,800	
	2		REPAIR FLASHINGS ON ADMINISTRATION BLDG. WINDOWS TO ELIMINATE RAINWATER LEAKING INTO BUILDING.	1,960	
	2		REPAIR CORRODED VENT LINES FROM HEATING SYSTEM IN ADMINISTRATION BLDG., CONTINUING PROJECT.	1,960	
	2		REPAIR CORRODED CHAMBERLINE WINDOW SCREEN FRAMES AND WINDOW FRAMES IN ALL COTTAGES.	1,960	
	2		REPAIR AND PAINT RUSTED AND DEFECTIVE VENETIAN BLINDS IN ADMINISTRATION BLDG. & COTTAGES C-1-2-3 and G-1-2.	900	
	4		REPAINT STRIPES IN PARKING LOT AND OTHER AREAS.	300	
	7		PAINT BOILER ROOM PIPING AND EQUIPMENT.	1,960	13,590
	12		REQUIRED MAINTENANCE PAINTING OF INTERIOR AND EXTERIOR METALWORK IN ALL BUILDINGS-CORRODING BADLY.	8,000	8,000
C	2		REQUIRED MAINTENANCE PAINTING OF INTERIOR WALLS AND CEILINGS OF FOLLOWING AREAS: ADMINISTRATION BLDG.		
D	4		(BOY AND INTAKE DIVS., DISTRICT ATTORNEY'S OFFICES, JUDGE'S AREA, JURY RM., WAITING RM., BAILIFF'S & CLERK'S RMS., STAIRWELLS AND CHILDRENS' DIV.) AND INTERIORS OF COTTAGES B-1-2-3 AND CAFETERIA. ALL OF THESE AREAS ARE QUITE DIRTY, SOME PAINT IS PEELING, METAL SASH WINDOWS ARE RUSTING, PAINT IS WATERSTAINED DUE TO WALL LEAKAGE AND QUITE A BIT OF PLASTER IS CRACKED. MOST OF THESE AREAS HAVE NOT BEEN PAINTED SINCE THE BUILDING WAS BUILT IN 1950.	16,000	16,000
			SAND AND REFINISH FLOORS IN BOYS' & GIRLS' GYMNASIUMS-BADLY CUPPED.	5,000	5,000
F	2	ITEMS OVER $2000	REPAIR FLEXWOOD WALL COVERING IN JUDGE'S CHAMBERS, CHIEF PROBATION OFFICER'S OFFICE, REFEREE'S CHAMBERS		
F	4		AND COURT ROOMS: MATERIAL PEELING FROM WALLS.	3,680	3,680
G	7		REPAIR INSULATION VENTILATING SYSTEM DUCTWORK IN BOILER ROOM.	3,650	3,650
	8		PAINT EXTERIOR CONCRETE WALLS OF COTTAGES C-1-2-3. PAINT PEELING.	3,800	3,800
			FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 16 BLDGS.	14,000	14,000
I	1	LOG CABIN RANCH	REPAIR LEAKING ROOFS OF CHICKENHOUSE, TACKROOM AND CALF BARN.	1,960	
J	1		REPAIR ROOFS OF 2 STAFFHOUSES.	1,800	
	2		PAINT INTERIORS OF THREE STAFFHOUSES.	1,960	
	8		REPAIR FLOORS IN DORMITORY-ASPHALT TILE CRACKING.	300	6,020
	12				

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

858

Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1,417 — Sheet Number 22 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1958-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET As to Org. Unit No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 4 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1													213.231	DEPTARTMENT OF ELECTRICITY							C.A.O.							
2	1491				1600				-	978	622	1600		Misc.Maintenance & Repairs			4000		2400			4000			4,000				
3	-				1000				-	-	1000	1000		Specific Jobs Under $2000			3100		2100			3100			3,100				A
4																													B
5														Department of Electricity Specific Jobs Over $2000	Priority												
6	-				-				-	-	-	-		PAINT INTERIOR OF MAIN BLDG.		8	3000		3000			3000			0				C
7	1491				2600				-	978	1622	2600		TOTAL-Dept.of Electricity			10100		2500			10100			7,100				
8																													
9																													
10																													
11																													
12																													
13																													
14	1233				1000				-	410	590	1000	213.241	FARMER'S MARKET															
														Misc.Maintenance & Repairs			1000		-			1000			1,000				D
15																													
16																													
17																													
18																													
19																													
20																													
21																													
22																													
23																													
24	9371				7500				-	3221	4279	7500	213.247	Real Estate Auditorium & Brooks Hall															
														Auditorium-Misc.Maintenance and Repairs			2500		-			2500			2,500				E
25	-				-				-	-				Brooks Hall-Misc.Maintenance and Repairs			15000		15000			15000			15,000				F
26	7844				-				-	-	-	-		Specific Jobs Under $2000			-		-			-							
27	17215				7500				-	3221	4279	7500		Real Estate Auditorium TOTAL: & Brooks Hall			22500		15000			22500			22,500				
28																													
29																													
30																													
31																													
32																													
33																													
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35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

PRIORITY	LOCATION		ESTIMATED COST	TOTAL
1	DEPT. OF ELECTRICITY	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 5 BLDGS.	$ 4,000	$ 4,000
1	CENTRAL FIRE ALARM STATION	REPAIR COLD WATER PIPING IN BLDG. - PIPES BADLY CLOGGED WITH SCALE.	1,600	
2	264 GOLDEN GATE AVENUE	PAINT EXTERIOR WOODWORK OF BUILDING.	1,500	3,100
8	264 GOLDEN GATE AVENUE	PAINT INTERIOR OF MAIN BLDG.	3,000	3,000
1	AGRICULTURAL COMMISSION (FARMERS' MARKET)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 3 BLDGS.	1,000	1,000
1	REAL ESTATE DEPT. (CIVIC AUDITORIUM & BROOKS HALL) AUDITORIUM:	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	5,000	
1	AUDITORIUM & BROOKS HALL:	FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 6 ELEVATORS AND 2 ESCALATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	2,500	7,500
1	BROOKS HALL:	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE (TOTAL FLOOR AREA 117,500 SQ. FT.)	15,000	15,000

CONTROLLER'S FORM No. 6330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

860

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 23 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Grd. Sec. No. Item No.	Number of Employees	Date	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (-) Decrease: Force	Amount	Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													213.253	RECORDS CENTER							C. A. O.							
2	414				750					107	643	750		Misc. Maintenance & Repairs			1000		250			1000			1,000				A
3	89				250					-	250	250		Specific Jobs Under $2000.			300		50			300			300				B
4	503				1000					107	893	1000		TOTAL - RECORDS CENTER			1300		300			1300			1,300				
5																													
6																													
7																													
8																													
9																													
10													213.255	REGISTRAR OF VOTERS															
11	704				-					-	-	-		Misc. Maintenance & Repairs Voting Machine Warehouse			2000		2000			2000			2,000				C
12																													
13														Registrar of Voters Specific Jobs Over $2000.															
14	-				-					-	-	-		Repair Concrete Floor Broadway Warehouse			-		-			-			-				
15	704				-					-	-	-		TOTAL-REGISTRAR OF VOTERS			2000		2000			2000			2,000				
16																													
17																													
18																													
19																													
20														Purchaser of Supplies															
21	2113				3000					855	1145	2000	213.312	Shops and Warehouses Misc. Maintenance & Repairs			5000		3000			5000			5,000				D
22	-				3310					2379	931	3310		Specific Jobs Under $2000.			1650		-1660			1650			1,650				E
23																													
24														Purchaser of Supplies Specific Jobs Over $2000.	Priority												
25	-				-									Consolidated Shops - Paint Exterior of Building	2		4000		4000			4000			4,000				F
26	2113				5310					3234	2076	5310		TOTAL PURCHASE OF SUPPLIES			10650		5340			10650			10,650				
27																													
28																													
29																													
30																													
31																													
32																													
33																													
34																													
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BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 23 EXPLANATION SHEET

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

PRIORITY	LOCATION		ESTIMATED COST	TOTAL
1	RECORDS CENTER (150 OTIS ST.)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	$ 1,000	$ 1,000
2	TWIN PEAKS TUNNEL VAULT	SERVICE COMBINATION LOCKS.	300	300
1	REGISTRAR OF VOTERS (VOTING MACHINE WAREHOUSE)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 1 BLDG.	2,000	2,000
1	PURCHASER (SHOPS & WAREHOUSE)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 5 BLDGS.	5,000	5,000
1	CENTRAL WAREHOUSE:	REPAIRS TO HYDRAULIC ELEVATOR MACHINERY.	250	
2		REPAIR 7 STEEL ROLLING DOORS-DAMAGED AND CORRODED.	1,400	1,650
2	CONSOLIDATED SHOPS:	ESSENTIAL MAINTENANCE PAINTING OF EXTERIOR METAL OF BUILDINGS REQUIRED TO PREVENT SERIOUS DETERIORATION.	4,000	4,000

CONTROLLER'S FORM No. 4210

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

862

Department, Board, Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,417 — Sheet Number 24 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Grid Sch. No.	Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
													213.417	PUBLIC WORKS							C. A. O.							
													.01	MAINTENANCE YARD															
2	9029				8000					4145	3855	8000		Misc. Maintenance & Repairs			12000		4000			12000			12,000				
3	1799				1900					1677	223	1900		Specific Jobs Under $2000.			-		-1900										
4	1122*				9900					5822	4078	9900		Public Works TOTAL -Maintenance Yard			12000		2100			12000			12,000				
5																													
6																													
7																													
8																													
9													213.417	Public Works .02 150 Otis Street															
10	9413				9000					4838	4162	9000		Misc. Maintenance & Repairs			13000		4000			13000			13,000				
11																													
12																													
13																													
14																													
15																													
16													213.417	Public Works .03 450 Mc Allister Street															
17	-	-								-	-	-		Misc. Maintenance & Repairs			13000		13000			13000			5,000				
18																													
19																													
20																													
21																													
22																													
23																													
24													213.417	Public Works .04 New Hall of Justice															
25	-	-								-	-	-		Misc. Maintenance & Repairs			12000		12000			12000			12,000				
26																													
27																													
28																													
29																													
30													213.425	Public Works Sewage Pumping Stations															
31	5361				5000					2173	2827	5000		Misc. Maintenance & Repairs			5000		-			5000			5,000				
32	944				3000					1467	1533	3000		Specific Jobs Under $2000.			3500		500			3500			3,500				
33	6305				8000					3640	4360	8000		Public Works TOTAL - Sewage Pumping Stations			8500		500			8500			8,500				
34																													
35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

PRIORITY	LOCATION		ESTIMATED COST	TOTAL
1	MAINTENANCE YARD (2323 ARMY ST.)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 9 BLDGS.	$12,000	$12,000
1	150 OTIS ST.	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 2 BLDGS.	12,000	
1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 3 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	1,000	13,000
1	450 MC ALLISTER ST.	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 1 BLDG.	12,000	
1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 2 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	1,000	13,000
1	PUBLIC WORKS (MISCELLANEOUS) HALL OF JUSTICE (NEW)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE. (ALSO PROVIDES FOR FUNDS REQUIRED TO MAINTAIN OLD HALL OF JUSTICE DURING TRANSITION PERIOD.)	12,000	12,000
1	PUMPING STATIONS	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 15 STATIONS.	5,000	5,000
2		MAINTENANCE PAINTING REQUIRED AT 15 PUMPING STATIONS TO PREVENT SERIOUS DETERIORATION OF THE BUILDINGS AND EQUIPMENT DUE TO THE CORROSIVE ATMOSPHERE. BASED ON PAST EXPERIENCE.	3,500	3,500

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

864

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 25 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-60 (Dollars Only)	BUDGET FISCAL YEAR 1960-61			SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS FISCAL YEAR 1960-61				EXPENDITURES 1960-61			(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962					Comparison of Request With 1960-1961 Budget Cols. 3 and 5		(2) BUDGET as Recommended by the Mayor			(3) BUDGET as Adopted by Board of Supervisors			Change
		Source of Sec. No.	Number of Employees	Rate	Source of Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	Actual Total 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)		Increase or Decrease Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1												215.427	P.W. Bldg Repair Sewage Treatment Plants															
2	4773			7000				-	2210	2790	5000		Plt. Maintenance & Repairs North Point Plant			5800		1000		6800			6,800				A
3	568							-	83	3777	860		Specific Jobs Under $2000 North Point Plant			2300		-1500		2300			1,800				
4																													
5	5844							-	2822	3178	6000		Misc. Maintenance & Repairs Richmond-Sunset Plant			7000		2200		9000			9,000				
6	4434							-	1573	727	800		Specific Jobs Under $2000 Richmond-Sunset Plant			2100		-6700		2100			800				
7																													
8	7097			7500				-	2277	5223	7500		Misc. Maintenance & Repairs Southeast Plant			8500		1000		8500			8,500				E
9	2835			1960				-	-	1960	1960		Specific Jobs Under $2000 Southeast Plant			8310		6350		8310			7,210				F
10																													
11													PUBLIC WORKS Specific Jobs Over $2000	Priority													
12	7581			8000				-	1671	6329	8000		Paint Piping, Equipment, Etc. Various Bldgs.-No. Point Plant	2		8000		-		8000			8,000				G
13	2750			8000				-	1079	1921	8000		Maintenance Painting-Piping Equipment Etc., Various Bldgs. Plant	2		8000		-		8000			8,000				b
14	3660			4000				-	-	4000	4000		Paint Piping, Equipment, Etc., Various Bldgs., Richmond-Sunset Plant	2		4000		-		4000			4,000				I
15	7			4000				-	2152	1848	4000		Maintenance Painting, Etc. Ind Equipment Southeast Plant	2		4000		-		4000			4,000				J
16	-			-				-	-	-	-		Paint Exterior Concrete Walls, Misc. Bldgs. Point Plant	2		10000		10000		10000			0				K
17	-			-				-	-				Paint exterior concrete walls and appurtenances, Sewage	2		10000		10000		10000			0				L
18	4454			[illegible]				-	[illegible]	37453	57920		Public Works Total Sewage Treatment Plants			81010		[illegible]		81010			58,110				
19	-			1344	7.1.60	SUV	447	-1344	-	-	-		Transfer to Bureau of Architecture			-		-1344		-							
20	49653			56556				1344	20467	37453	57920		NET- Sewage Treatment Plants			81010		24434		81010			58,110				
21																													
22																													
23																													
24																													
25																													
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DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	PUBLIC WORKS (MISC. CONTD) NORTH POINT SEWAGE TREATMENT PLANT	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 10 BLDGS.	$ 6,500	$
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 2 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	300	6,800
B	2		REPAIR CORRODED VENTILATING DUCT SUPPORTS IN PRETREATMENT BLDG.	1,800	
	5		REPAIR SETTLED AREAS IN PAVEMENT ON GROUNDS OF PLANT.	500	2,300
C	1	RICHMOND-SUNSET SEWAGE TREATMENT PLANT	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 7 BLDGS.	9,000	9,000
D	2		REPAIR ROOF OF COIL STORAGE SHED.	400	
	4		REPAIR GLASS BLOCK WALL IN DIGESTER CONTROL BLDG.	400	
	8		SANDBLAST PEELING PAINTED AREAS IN SLUDGE WITHDRAWAL RM.	800	
	9		REPAIR SETTLED AREAS IN PAVEMENT ON GROUNDS OF PLANT.	500	2,100
E	1	SOUTHEAST SEWAGE TREATMENT PLANT	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 18 BLDGS.	8,500	8,500
F	1		REPAIR STEAM COILS IN ADMINISTRATION BLDG. HEATING SYSTEM-PARTIALLY PLUGGED.	1,100	
	1		REPAIR VENTILATION DUCTS IN MAIN PUMP SUMPS-BADLY CORRODED.	1,200	
	2		REPAIR CORRODED ROLLING DOOR TO HEADWORKS BUILDING.	250	
	2		RE-GALVANIZE STEEL DECK PLATES IN SEDIMENTATION INFLUENT STRUCTURE AND GRATINGS OVER EFFLUENT CHANNEL-BADLY CORRODED.	1,500	
	2		REPAIR LAGGING ON STEAM AND RETURN LINES ON ROOFS OF RECEIVING AND THICKENING AND FILTER BLDGS. WEATHER-PROOFING BADLY DETERIORATED.	700	
	2		REPAIR 8 ALUMINUM CLAD DOORS IN SEDIMENTATION BLDGS.	1,960	
	3		REPAIR DAMAGED AND SETTLED AREAS IN PAVEMENT AROUND GRIT BLDG.	500	
	10		REPAIR LABORATORY BENCH TOPS AND SINKS.	1,100	8,310
G	2	NORTH POINT SEWAGE TREATMENT PLANT	ESSENTIAL MAINTENANCE PAINTING OF PIPING, EQUIPMENT AND METALWORK IN PRETREATMENT AND SEDIMENTATION BLDGS. REQUIRED TO PREVENT CORROSION OF METAL.	8,000	8,000
H	2	SOUTHEAST SEWAGE TREATMENT PLANT	ESSENTIAL MAINTENANCE PAINTING OF PIPING, EQUIPMENT AND METALWORK IN PRETREATMENT & SEDIMENTATION BLDGS. REQUIRED TO PREVENT CORROSION OF METAL.	8,000	8,000
I	2	RICHMOND-SUNSET SEWAGE TREATMENT PLANT	ESSENTIAL MAINTENANCE PAINTING OF PIPING, EQUIPMENT AND METALWORK IN PRETREATMENT & SEDIMENTATION BLDGS. REQUIRED TO PREVENT CORROSION OF METAL.	4,000	4,000
J	2		ESSENTIAL MAINTENANCE PAINTING OF EXTERIOR METAL OF BUILDINGS. REQUIRED TO PREVENT DETERIORATION OF THE BUILDINGS.	4,000	4,000
K	8	NORTH POINT SEWAGE TREATMENT PLANT	PAINT EXTERIOR CONCRETE WALLS OF ALL BUILDINGS-PAINT PEELING.	10,000	10,000
L	8	SOUTHEAST SEWAGE TREATMENT PLANT	PAINT EXTERIOR CONCRETE WALLS OF ALL BLDGS. - PAINT PEELING.	10,000	10,000

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING & REPAIR — Appropriation Number: 1.417 — Sheet Number 26 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Prec. tion
																					C. A. O.							
1																												
2	453				500					10	490	500	213.431	Public Works Street Cleaning														
3														Misc. Maintenance & Repairs			1400		900		1400		1,400					
4																												
5	11836				12500					7220	5280	12500	213.513	D. P. H. - Health Bldg. & Health Centers														
6	1917				500					208	292	500		Misc. Maintenance & Repairs			27000		14500		27000		27,000					
7														Specific Jobs Under $2000.			12520		12020		12520		7,880					
8																												
9	-				-									Health Bldg. & Health Centers Specific Jobs Over $2000.	Priority												
10	-				-									Paint Exterior Ornamental Balustrade - 2nd Floor	2	4850			4850		4850		4,850					
11	-				-									Steam Clean Exterior of Bldg.	8	28000			28000		28000		0					
12														Paint Walls & Ceilings of Basement Garage	12	5000			5000		5000		0					
13	13783				13000					7428	5572	13000		D. P. H. - Health Bldg. &														
14	-				210	2.1.60	S.IV #47		-210	-	-	-		TOTAL-Health Centers			82370		69370		82370		39,730					
15	13783				12790				210	7428	5572	13000		Transferred to Bureau of Architecture			-		-210		-							
16														D. P. H. - Health Bldg.&														
17														NET - Health Centers			82370		69580		82370		39,730					
18																												
19	228				250					114	136	250	213.515	D. P. H. - Adult Guidance Center 150 Otis Street														
20	-				-					-	-	-		Misc. Maintenance & Repairs			1000		750		1000		1,000					
21	228				250					114	136	250		Specific Jobs Under $2000.			700		700		700		700					
22														D. P. H. TOTAL - Adult Guidance Center			1700		1450		1700		1,700					
23																												
24	669				1000					442	558	1000	213.549	D. P. H. - Venereal Disease Control 33 Hunt Street														
25	-				-					-	-	-		Misc. Maintenance & Repairs			1500		500		1500		1,500					
26														Specific Jobs Under $2000.			1900		1900		1900		1,900					
27																												
28	-				-									Venereal Disease Control Specific Jobs Over $2000.	Priority												
29	669				1000					442	558	1000		Renew Floor Covering 1st & 2nd Floors	8	5000			5000		5000		0					
30	-				95	2.1.60	S.IV #47		-95	-	-	-		D. P. H. TOTAL - Venereal Disease Control			8400		7400		8400		3,400					
31	669				905				95	442	558	1000		Transferred to Bureau of Architecture			-		-95		-							
32														D. P. H. NET - Venereal Disease Control			8400		7495		8400		3,400					
33																												
34																												
35																												

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	STREET CLEANING - 19TH AVE. GARAGE	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	$ 1,000	$
	2		REPAIR ROOF AND ROTTED FLOOR AND PAINT EXTERIOR OF TOOL SHED LOCATED AT JUNIPERO SERRA BLVD. AND OCEAN AVE.	400	1,400
B	1	PUBLIC HEALTH DEPT. HEALTH CENTER BLDG. - 101 GROVE STREET	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	20,000	
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 2 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	500	
	1	HEALTH CENTERS & CLINICS CITY OWNED (3 BLDGS.)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	2,500	
	1	HEALTH CENTERS & CLINICS RENTED SPACES (8 BLDGS.)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE. (CITY RESPONSIBLE FOR INTERIORS OF BUILDINGS.)	4,000	27,000
C	2	PUBLIC HEALTH DEPT. HEALTH CENTER BLDG. - 101 GROVE ST.	REPAIRS TO VALVES ON STEAM RADIATORS.	1,000	
	2		REPAIR DEFECTIVE VALVES ON PLUMBING FIXTURES THROUGHOUT BUILDING.	1,400	
	4		PAINT ROOMS 102, 104, 108 AND 110. LAST PAINTED ABOUT 1948.	1,860	
	4		PAINT ROOMS 400 AND 417 AND STOREROOM OFF 418. LAST PAINTED ABOUT 1948.	1,620	
	8		PAINT ROOMS 114, 116 AND 202. LAST PAINTED ABOUT 1948	1,320	
	8		REPAIR LINOLEUM FLOOR COVERING IN ROOMS 214 & 216.	600	
	12		PAINT ROOMS 214, 216, 303, 305 & 307. LAST PAINTED ABOUT 1957.	1,900	
	8	ALEMANY:	PAINT INTERIOR OF BUILDING COMPLETE. LAST PAINTED ABOUT 1951.	1,960	
	8	SUNSET:	PAINT HALLWAY, STAFF ROOM, KITCHEN, EXAMINATION AND WAITING ROOMS. LAST PAINTED 1954.	1,900	
	4	NORTHEAST:	REPAIR PLASTER AND PAINT MAIN WAITING ROOM, MISC. OFFICES AND HALLWAY. LAST PAINTED ABOUT 1951.	1,500	
	4	WESTSIDE:	PAINT CHILD HEALTH CONFERENCE ROOM AND PUBLIC TOILET ROOM. LAST PAINTED ABOUT 1954.	500	
	12	WESTSIDE:	PAINT INTERIOR OF BUILDING COMPLETE. LAST PAINTED ABOUT 1957.	1,960	17,520
	2	ITEMS OVER $2000 PUBLIC HEALTH DEPT. HEALTH CENTER BLDG. - 101 GROVE ST.	PAINT EXTERIOR ORNAMENTAL METAL BALUSTRADE ON 2ND FLOOR BALCONIES ON GROVE & POLK STS. - CORRODING; ALSO PAINT EXTERIOR ORNAMENTAL LIGHT FIXTURES AT MAIN ENTRANCE.	4,850	4,850
	8		STEAM CLEAN EXTERIOR OF BUILDING.	28,000	28,000
	12		PAINT WALLS AND CEILING OF GARAGE IN BASEMENT.	5,000	5,000
	1	ADULT GUIDANCE CENTER (150 OTIS ST.)	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	1,000	1,000
	4		PAINT WALLS OF SOUTH STAIRWAY BETWEEN 1ST AND 2ND FLOORS. LAST PAINTED ABOUT 1940.	700	700
	1	VENERAL DISEASE CLINIC 33 HUNT ST.	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	1,500	1,500
	4		COMPLETE REPAIRS IN ROOM 7A AND PAINT; ALSO PAINT MISC. TREATMENT ROOMS, OFFICES AND TOILET ROOMS PAINT DIRTY, SOME PEELING. LAST PAINTED ABOUT 1945.	1,900	1,900
	8		RENEW FLOOR COVERING ON 1ST AND 2ND FLOORS.	5,000	5,000

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department Board o Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 27 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1960 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord Sec No Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 6 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1													213.561	D.P.H.-EMERGENCY HOSPITALS							C.A.O.								
2	6316				6500					3298	3202	6500		Misc.Maintenance & Repairs			6500		-			6500			6,500				A
3	766				10[illegible]					171	-	171		Specific Jobs Under $2000			2820		1820			2820			2,520				B
4	7062				7[illegible]0					3469	3202	7471		Total-D.P.H.-Emergency Hospitals			9320		1820			9320			9,070				
5																													
6																													
7																													
8																													
9																													
10																													
11																													
12													213.553	D.P.H.-HASSLER HEALTH HOME															
13	42230				43400					22002	21378	43400		Misc.Maintenance & Repairs			43400		-			43400			43,400				C
14	-				-					-	-	-		Specific Jobs Under $2000			1960		1960			1960			1,960				
15																													
16														Hassler Health Home Specific Jobs Over $2000	Priority												
17	-				-									Patrol gates & Storage Sheds	1		40600		40200			40200			0				E
18	42230				43400					22002	21378	43400		D. P. H. Health Center			105500		62160			105500			45,360				
19	-				1562	[illegible]			- 1562	-	-	-		Transferred to Bureau of Architecture			-		-1562			-							
20	42296				41838				1562	22002	21398	43400		D. P. H. Health Center			105500		60598			105500			45,360				
21																													
22																													
23																													
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DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

PRIORITY	LOCATION		ESTIMATED COST	TOTAL
1	PUBLIC HEALTH DEPT. (CONTD) EMERGENCY HOSPITALS	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 5 BLDGS.	$ 6,000	$
1	CENTRAL:	FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 2 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	500	6,500
2	CENTRAL:	REPAIR TAR AND GRAVEL ROOF OVER NALLINE CLINIC	1,200	
4	CENTRAL:	PAINT 2 ROOMS USED FOR CELLS AND STERILIZER ROOM. PAINT DIRTY, PEELING AND SOME UNPAINTED PATCHES. LAST PAINTED ABOUT 1946.	650	
4	PARK:	PAINT KITCHEN, HALLWAYS, STEWARD'S ROOM AREA IN GARAGE AND NEON SIGN.	720	
12	CENTRAL:	PAINT INTERIOR WALLS AND CEILING OF GARAGE.	250	2,820
1	HASSLER HEALTH HOME	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 18 BUILDINGS.	41,300	
1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 3 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	2,100	43,400
1		REPAIRS TO ROADS (EXCLUSIVE OF ACCESS ROADS).	1,960	1,960
6		PAINT EXTERIORS OF ALL STUCCO BUILDINGS (EXCEPT MENS' AND WOMENS' DORMITORIES AND SEWAGE DISPOSAL BUILDINGS). LAST PAINTED ABOUT 1942.	60,200	60,200

CONTROLLER'S FORM No. 4360

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number 28 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / No. of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 9 and 8 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
	1	3	4	8	6	7	8	9	10	11	12	13	14	15	16	17	19	19	20	21	C. A. O. 22	23	24	25	26	27	28
1												913.555	D. P. H - Laguna Honda Home														
2	29196			30000					13614	16386	30000		Misc. Maintenance & Repairs			96500		66500			96500			96,500			
3	-			-				-	-	-	-		Maintenance Painting by Traffic Painters B/R Rainy Weather			21000		21000			21000			21,000			
4	29196			30000					13614	16386	30000		Maintenance & Repairs TOTAL -Laguna Honda Home			117500		87500			117500			117,500			
5	-			-				-	-	-	-		Transfer to Building Repair Traffic Painting Wages			15253		15253			15253			15,253			
6	29196			30000					13614	16386	30000		Maintenance & Repairs NET - Laguna Honda Home			102247		72247			102247			102,247			
7																											
8																											
9												913.555 .50	D.P.H.- Laguna Honda Home Deferred Maintenance														
10	26523			20[illegible]	From Prior Year 724256 10,18,60 SJW982		1200		370899	614682	985581		Deferred Maintenance Projects			171400		-88725			171400			171,400			
11	29353			28000					-	28000	28000		Plans-Specifications-Inspection etc. Bur. of Architecture			27900		-100			27900			27,900			
12	20960			16558					-	16558	16558		Maintenance Painting by Traffic Painters B/R - Rainy Weather			-		-16558			-						
13																											
14																											
15	24550			-				-	-	-	-		1956 -57 Deferred Maintenance Projects			-		-			-						
16																											
17																											
18	31946			-				-	-	-	-		1957-58 Deferred Maintenance Projects			-		-			-						
19																											
20																											
21	60568			-				-	-	-	-		1958-59 Deferred Maintenance Projects			-		-			-						
22																											
23																											
24	203900			304683				725456	370899	659240	1030139		Laguna Honda Home TOTAL - Deferred Maintenance			199300		-105383			199300			199,300			
25	29353			28000				-	-	28000	28000		Transfer to Bureau of Architecture			-		+28000			-						
26	14530			12140				-	-	12140	12140		Transfer to Building Repair- Traffic Painting Wages			-		+12140			-						
27	43883			40140				-	-	40140	40140		TOTAL TRANSFERS			-		+40140			-						
28	160017			264543				725456	370899	619100	989999		Deferred Maintenance NET - Laguna Honda Home			199300		+65243			199300			199,300			
29																											
30																											
31																											
32																											
33																											
34																											
35																											

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

PRIORITY	LOCATION		ESTIMATED COST	TOTAL
1	PUBLIC HEALTH DEPT. (CONTD) LAGUNA HONDA HOME	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 25 BUILDINGS.	$90,000	$
		THE DEFERRED MAINTENANCE PROGRAM ESTABLISHED IN 1954 AS A SUPPLEMENT TO THE BOND PROGRAM (AND IN LIEU OF REGULAR OR CURRENT MAINTENANCE) IS CONCLUDING DURING THE FISCAL YEAR 1961-62, WITH CURRENTLY REQUESTED FUNDS BEING MUCH LESS THAN PREVIOUS ANNUAL APPROPRIATIONS FOR THIS PROGRAM. THIS YEAR ROUTINE AND PREVENTIVE MAINTENANCE REQUIREMENTS DEVOLVE AGAIN IN LARGE PART INTO THE PROPER OBJECT OF EXPENDITURE THEREBY GREATLY INCREASING THE BURDEN OF RESPONSIBILITY OF THIS CATEGORY. TO PRESERVE THE TREMENDOUS INVESTMENT OF THE PAST SEVERAL YEARS, IN BOTH NEW AND MODERNIZED AS WELL AS PREVIOUSLY EXISTING FACILITIES, REQUIRES THAT AN ADEQUATE MAINTENANCE PROGRAM BE INITIATED AND CONSTANTLY KEPT UP, SO AS TO PREVENT THE NECESSITY OF FUTURE BOND ISSUES AND EMERGENCY PROGRAMS. MUCH OF THE "NEW" WORK DONE DURING THE RECONSTRUCTION PERIOD IS NOW SEVERAL YEARS OLD AND IN NEED OF NORMAL MAINTENANCE.		
1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 13 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	6,500	96,500
2		MAINTENANCE PAINTING BY TRAFFIC PAINTERS DURING RAINY WEATHER. INTERIOR PAINTING IN BUILDINGS WITHIN A TOTAL AREA OF 25,000 SQ. FT. OF FLOOR AREA.	21,000	21,000
1		COMPLETION OF REMAINING ESSENTIAL MECHANICAL, ELECTRICAL AND ARCHITECTURAL ITEMS OF DEFERRED MAINTENANCE. THIS COMPLETES THAT PORTION OF DEFERRED MAINTENANCE ESTABLISHED IN CONJUNCTION WITH AND SUPPLEMENTAL TO THE 1954 BOND ISSUE.	199,300	199,300

CONTROLLER'S FORM No. 4750

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

872

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,419 — Sheet Number 29 of 30 Sheets — Index Number 417

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	BUDGET FISCAL YEAR 1960 - 1961: Class No. or Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual Cost 6 Months (Dollars Only)	Probable Cost 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 +, Decrease: Force	Amount	(2) Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Note
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1													213.557	D.P.H.-SAN FRANCISCO HOSPITAL														
2	35364									21651	15349	37000		Maintenance & Repairs			102,000					102,000						
3	-				-					-	-	-		Maintenance Painting by Traffic Painters D/H-Rainy Weather			21000		21000			21,000						
4	35364				37000					21651	15349	37000		Maintenance & Repairs TOTAL-San Francisco Hospital			123000		86000			123,000						
5	-				-					-	-	-		Transfer to Building Repair Traffic Painting Wages			15253		15253			15,253						
6	35364				37000					21651	15349	37000		Maintenance & Repairs NET- San Francisco Hospital			107747		70747			107,747						
7																													
8													213.557	D.P.H.San Francisco Hospital														
9													.50	Deferred Maintenance														
10	2250				381716	From Prior Year 7.1.60 BJV #55			198527 350000	114270	815973	930243		Deferred Maintenance Projects			181500		-200216			181,500						
11	29149				27000				-	-	27000	27000		Plans-Specifications-Inspection Etc.-Bur.of Architecture			25500		-1500			25,500						
12	20745				16558				-	-	16558	16558		Maintenance Painting by Traffic Painters D/H-Rainy Weather			-		-16558			-						
13																													
14																													
15	211000				-				-	-	-	-		1955 -56 Deferred Maintenance Projects			-		-			-						
16																													
17																													
18	35000				-				-	-	-	-		1956 - 57 Deferred Maintenance Projects			-		-			-						
19																													
20																													
21	133232				-				-	-	-	-		1957 -58 Deferred Maintenance Projects			-		-			-						
22																													
23																													
24	25423				-				-	-	-	-		1958 - 59 Deferred Maintenance Projects			-		-			-						
25																													
26																													
27	456799				429274				548527	114270	859531	973801		TOTAL- Deferred Maintenance San Francisco Hospital			207000		-218274			207,000						
28	29149				27000				-	-	27000	27000		Transfer to Bureau of Architecture			-		-27000			-						
29	14548				12140				-	-	12140	12140		Transfer to Building Repair Traffic Painting Wages			-		-12140			-						
30	43697				39140				-	-	39140	39140		TOTAL TRANSFERS			-		-39140			-						
31	413102				386134				548527	114270	820391	934661		Deferred Maintenance NET-San Francisco Hospital			207000		+179134			207,000						
32																													
33																													
34																													
35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
E	1	PUBLIC HEALTH DEPT. (CONTD) SAN FRANCISCO HOSPITAL	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE - 33 BUILDINGS.	$ 95,000	$
			THE DEFERRED MAINTENANCE PROGRAM ESTABLISHED IN 1954 AS A SUPPLEMENT TO THE BOND PROGRAM (AND IN LIEU OF REGULAR OR CURRENT MAINTENANCE) IS CONCLUDING DURING THE FISCAL YEAR 1961-62, WITH CURRENTLY REQUESTED FUNDS BEING MUCH LESS THAN PREVIOUS ANNUAL APPROPRIATIONS FOR THIS PROGRAM. THIS YEAR ROUTINE AND PREVENTIVE MAINTENANCE REQUIREMENTS DEVOLVE AGAIN IN LARGE PART INTO THE PROPER OBJECT OF EXPENDITURE THEREBY GREATLY INCREASING THE BURDEN OF RESPONSIBILITY OF THIS CATEGORY. TO PRESERVE THE TREMENDOUS INVESTMENT OF THE PAST SEVERAL YEARS, IN BOTH NEW AND MODERNIZED AS WELL AS PREVIOUSLY EXISTING FACILITIES, REQUIRES THAT AN ADEQUATE MAINTENANCE PROGRAM BE INITIATED AND CONSTANTLY KEPT UP, SO AS TO PREVENT THE NECESSITY OF FUTURE BOND ISSUES AND EMERGENCY PROGRAMS. MUCH OF THE "NEW" WORK DONE DURING THE RECONSTRUCTION PERIOD IS NOW SEVERAL YEARS OLD AND IN NEED OF NORMAL MAINTENANCE.		
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS ON 29 ELEVATORS AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	7,000	102,000
-	2		MAINTENANCE PAINTING BY TRAFFIC PAINTERS DURING RAINY WEATHER. INTERIOR PAINTING IN BUILDINGS WITHIN A TOTAL AREA OF 25,000 SQ. FT. OF FLOOR AREA.	21,000	21,000
-	1		COMPLETION OF REMAINING ESSENTIAL MECHANICAL, ELECTRICAL AND ARCHITECTURAL ITEMS OF DEFERRED MAINTENANCE THIS COMPLETES THAT PORTION OF DEFERRED MAINTENANCE ESTABLISHED IN CONJUNCTION WITH AND SUPPLEMENTAL TO THE 1954 BOND ISSUE.	207,000	207,000

CONTROLLER'S FORM No. 4750

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

874

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,417 — Sheet Number 30 of 30 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 9 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Force	Amount	Recommended by Office Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27
1													213.63	PUBLIC LIBRARY													
2	30261				31000					15150	15850	31000		Misc. Maintenance & Repairs			49800		18800			49800			49,800		
3	5915				9110					2584	6526	9110		Specific Jobs Under $2000.			26470		17360			26470			14,110		
4																											
5														Public Library													
6	21367				-	From Prior Year			272	-	-	-		Specific Jobs over $2000. Priority													
7	-				-					-	-	-		Main Library - Steam Cleaning Tuck-Pointing Exterior of Bldg.			-		-			-			-		
8	-				-					-	-	-		Anza Branch-Repair Defective Mechanical Window Operators	4		3550		3550			3550			3,550		
9	52543				40110				272	12736	28264	41000		Richmond Branch - Clean & Restore Exterior of Building	8		6100		6100			6100			0		
10	289				1333	7-1-60	BVW	47	-1333	-	-	-		TOTAL - PUBLIC LIBRARY			85920		145810			85920			62,460		
11	58754				38877				1510	12736	28264	41000		Transferred to Bureau of Architecture			-		-1333			-			-		
12														NET - PUBLIC LIBRARY			85920		144477			85920			62,460		
13																											
14																											
15																											
16																											
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DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIR

MAINTENANCE AND REPAIR OF PUBLIC BUILDING

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	PUBLIC LIBRARIES	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE-MAIN LIBRARY AND 25 BRANCHES.	$ 45,000	$
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIR OF 6 ELEVATORS, AND REPAIRS AS REQUIRED BY STATE INSPECTORS.	1,000	
	1		FOR ROUTINE AND EMERGENCY MAINTENANCE AND REPAIRS OF FLUORESCENT LIGHTING FIXTURES IN MAIN AND BRANCH LIBRARIES.	1,800	
	1	45 HYDE STREET:	FOR URGENT AND/OR NECESSARY UNFORESEEN MAINTENANCE AND REPAIRS, BASED UPON PAST EXPERIENCE.	2,000	49,800
B	2	MAIN LIBRARY:	REPAIR LEAKING CONTROL VALVES AND DEFECTIVE THERMOSTATS ON STEAM HEATING SYSTEM FOR APPROX. 150 RADIATORS. CONTINUING PROJECT.	1,960	
	2	POTRERO BRANCH:	REPAIR 2ND FLOOR FRONT WINDOWS TO ELIMINATE RAINWATER LEAKING INTO BUILDING.	300	
	4	MAIN LIBRARY:	PAINT MENS' TOILET ROOM ON 1ST FLOOR - VERY DIRTY. LAST PAINTED ABOUT 1948.	300	
	4	MAIN LIBRARY:	PAINT HALLWAY NORTH OF NEWSPAPER ROOM.	600	
	4	MAIN LIBRARY:	PAINT CHILDRENS' ROOM-DIRTY. LAST PAINTED ABOUT 1946.	1,100	
	4	MAIN LIBRARY:	PAINT WALLS OF NEWSPAPER STACK AREA (4 FLOORS). LAST PAINTED ABOUT 1946.	1,300	
	4	MAIN LIBRARY:	REFINISH LINOLEUM FLOOR OF OFFICE AREA BEHIND MAIN CIRCULATION DESK.	300	
	4	BERNAL BRANCH:	PAINT OFFICE - DIRTY. LAST PAINTED ABOUT 1948.	250	
	4	CHINATOWN BRANCH:	REFINISH LINOLEUM FLOOR IN MAIN & CHILDRENS' ROOMS.	550	
	4	MISSION BRANCH:	REFINISH FLOORS IN MAIN & CHILDRENS' ROOMS.	550	
	4	NOE VALLEY BRANCH:	REFINISH LINOLEUM FLOORS IN MAIN & CHILDRENS' ROOMS.	600	
	4	PARK BRANCH:	PAINT DOWNSTAIRS STAFF ROOM; TOUCH-UP WATERSTAINS ON WALL OF MAIN READING ROOM.	400	
	4	PARKSIDE BRANCH:	VARNISH WOODWORK AT MAIN ENTRANCE.	200	
	4	PRESIDIO BRANCH:	TOUCH-UP WATERSTAINED WALLS OF MAIN READING ROOM.	400	
	4	PRESIDIO BRANCH:	REFINISH LINOLEUM FLOORS IN MAIN AND & CHILDRENS' ROOMS.	800	
	4	PRESIDIO BRANCH:	PAINT WALLS OF STAIRCASE TO BASEMENT.	500	
	4	RICHMOND BRANCH:	REFINISH LINOLEUM FLOORS IN MAIN & CHILDRENS' ROOM.	1,200	
	4	RICHMOND BRANCH:	PAINT WALLS AND CEILING OF CHILDRENS' ROOM-VERY DIRTY.	500	
	4	SUNSET BRANCH:	REFINISH LINOLEUM FLOORS IN BUILDING.	900	
	4	WEST PORTAL BRANCH:	PAINT STAFF ROOM, BINDERY AREA AND INTERIOR STAIRWAY WALLS AND CEILING IN BASEMENT.	1,400	
	8	MAIN LIBRARY:	PAINT WALLS OF STAIRWELL IN NORTHWEST CORNER OF BUILDING. LAST PAINTED ABOUT 1946.	1,650	
	8	MAIN LIBRARY:	PAINT WALLS OF MAIN STACK AREA (7 FLOORS). LAST PAINTED ABOUT 1946.	1,960	
	8	MAIN LIBRARY:	PAINT OFFICE AREA BEHIND MAIN CIRCULATION DESK. LAST PAINTED ABOUT 1950.	750	
	8	MAIN LIBRARY:	REFINISH LINOLEUM FLOORS OUTSIDE BRANCH DEPT. (1ST FLOOR) AND IN HALLWAY OUTSIDE REFERENCE DEPT. OFFICE (2ND FLOOR).	400	
	8	MAIN LIBRARY:	REPLACE LINOLEUM FLOORING IN PERIODICAL ROOM.	1,900	
	8	ANZA BRANCH:	POINT UP LOOSE JOINTS IN MASONRY STEPS AND FACADE.	400	
	8	ANZA BRANCH:	STEAM CLEAN FRONT EXTERIOR OF BUILDING.	600	
	8	GOLDEN GATE BRANCH:	REFINISH LINOLEUM FLOOR IN OFFICE AREA.	100	
	8	GOLDEN GATE BRANCH:	STEAM CLEAN TERRA COTTA EXTERIOR OF BUILDING.	800	
	8	PARKSIDE BRANCH:	PAINT FLAGPOLE.	100	
	8	POTRERO BRANCH:	REPAIR ASPHALT TILE FLOOR COVERING IN MEETING ROOM, BINDERY AND STAFF ROOM.	700	

(CONTINUED)

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 30

EXPLANATION SHEET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
B	8	POTRERO BRANCH:	PAINT MEETING ROOM, BINDERY, STAFF ROOM & HALLWAYS.	$ 1,350	$
	8	PRESIDIO BRANCH:	REPAIR FRONT STEPS AT MAIN ENTRANCE.	500	
	8	WEST PORTAL BRANCH:	STEAM CLEAN EXTERIOR STUCCO WALLS OF BUILDING.	800	
	12	PARKSIDE BRANCH:	WATERPROOF NORTH WALL OF MAIN READING ROOM.	350	26,470
C	4	ITEMS OVER $2000 ANZA BRANCH	REPAIR DEFECTIVE MECHANICAL WINDOW OPERATORS IN TWO READING ROOMS.	3,550	3,550
D	8	RICHMOND BRANCH:	POINT UP MASONRY JOINTS AND CLEAN SANDSTONE EXTERIOR OF BUILDING.	6,100	6,100

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. C1

EXPLANATION SHEET

SUMMARY

REPLACEMENT & RECONSTRUCTION - PUBLIC BUILDINGS - 223 ACCOUNT

1961-62 BUDGET

DEPARTMENT	URGENT				NECESSARY				DESIRABLE				
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6	Priority 7	Priority 8	Priority 9	Priority 10	Priority 11	Priority 12	Total Requests 1961-62 Budget
	Health & Safety	Preservation of Property Values	Increase Efficiency	Appearance & Modernization	Health & Safety	Preservation of Property Values	Increase Efficiency	Appearance & Modernization	Health & Safety	Preservation of Property Values	Increase Efficiency	Appearance & Modernization	
City Hall	$ 52,780	$ 8,940	$ 20,470	$ 13,960	$ 5,820	$ —	$ 11,000	$ 3,400	$ —	$ —	$ —	$ —	$ 116,370
Art Commission	—	—	—	—	—	—	—	—	—	—	—	—	—
City Planning	—	—	4,970	—	—	—	600	—	—	—	—	—	5,570
Disaster Council & Corps.	—	—	—	—	—	—	—	—	—	—	—	—	—
Fire Department	9,100	30,040	17,690	9,160	—	—	—	4,700	5,500	—	500	1,200	77,890
Police Department	6,000	—	4,000	—	—	—	—	—	7,700	—	—	—	17,700
Public Welfare	1,960	—	4,780	2,530	500	—	650	—	1,000	—	—	—	11,420
Sheriff	23,510	2,660	3,460	1,000	16,600	5,000	6,700	4,140	—	20,500	—	—	83,570
Youth Guidance Center	—	25,420	9,330	4,050	5,500	—	6,950	8,450	1,900	—	22,950	—	84,550
Log Cabin Ranch	—	—	2,550	34,780	—	—	17,000	3,220	—	1,960	—	—	59,510
Department of Electricity	1,700	720	—	—	—	—	—	—	—	—	—	—	2,420
Farmers' Market	—	—	—	—	—	—	—	—	—	—	—	—	—
Real Estate													
Civic Auditorium-Brooks Hall	3,460	—	—	—	—	—	—	—	—	—	—	—	3,460
Finance & Records (150 Otis)	—	—	—	—	—	—	—	—	—	—	—	—	—
Recorder & Registrar of Voters	—	—	—	—	—	—	—	—	—	—	—	—	—
Purchaser	—	—	—	—	—	—	—	—	—	—	—	—	—
Public Works													
Hall of Justice	—	—	—	—	—	—	—	—	—	—	—	—	—
2323 Army Street	—	3,920	—	—	—	—	—	—	—	—	—	—	3,920
450 McAllister	—	—	—	—	—	—	—	—	—	—	—	—	—
150 Otis Street	—	11,000	2,500	—	—	—	—	—	—	—	—	—	13,500
Sewage Pumping Stations	1,960	—	1,300	—	—	—	—	—	—	—	—	—	3,260
Sewage Treatment Plants	4,200	—	620	—	19,600	650	550	1,000	7,500	—	3,860	—	37,980
Street Cleaning	—	—	—	—	—	—	—	—	—	—	—	—	—
Public Health													
Health Center Bldg.	4,620	1,200	14,000	—	5,020	—	10,770	7,200	—	—	—	—	42,810
Adult Guidance Center	1,960	—	2,660	1,200	—	—	400	—	—	—	—	—	6,220
Venereal Disease Clinic	—	—	—	—	—	—	—	—	—	—	—	—	—
Emergency Hospitals	—	—	730	—	—	—	1,000	6,350	—	—	—	900	8,980
Hassler Health Home	500	1,960	—	1,960	—	—	—	—	—	—	—	—	4,420
Laguna Honda Home	—	—	—	—	—	—	—	—	—	—	—	—	—
San Francisco Hospital	6,450	—	—	—	—	—	—	—	—	—	—	—	6,450
Public Libraries	1,100	—	6,250	3,600	9,000	—	33,350	500	—	750	—	—	54,550
Totals	$119,300	$ 85,860	$ 95,310	$ 72,240	$ 62,040	$ 5,650	$ 88,970	$ 38,960	$ 23,600	$ 23,210	$ 27,310	$ 2,100	$ 644,550
Accumulative Totals		205,160	300,470	372,710	434,750	440,400	529,370	568,330	591,930	615,140	642,450	644,550	

CONTROLLER'S FORM No. 4260

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

878

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: C1 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	1960-1961 SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reason Code
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C. A. O. 21	22	23	24	25	26	27	28	29
1													223---	Summary-Public Buildings Replacement & Reconstruction														
2	106388				97500				96466	22967	100136	123103	223.000	City Hall and Hall of Justice			116370		18870			116370			59,930				
3	--				3140					2207	933	3140	223.119	City Planning			5570		2430			5570			1,050				
4	28612				36950					12717	24033	36950	223.145	Fire Department			77890		40940			77890			19,460				
5	7352				3800					1068	675	3140	223.161	Police Department			12700		13900			12700			0				
6	1448				-					-	-	-	223.169	Public Welfare Dept.			7600		7600			7600			0				
7	--				4550					1069	3481	4550	223.170	Single Men's Rehab. Center			3820		-730			3820			0				
8	4580				21450					1489	19961	21450	223.175	Sheriff-County Jail #2 & #4			83570		62120			83570			26,170				
9	3852				8760					--	8760	8760	223.186	Juvenile Hall			84550		75790			84550			7,020				
10	3811				2040					1191	849	2040	223.187	Log Cabin Ranch School			59510		57470			59510			0				
11					-					34	336	870	223.31	Dept. of Electricity			2420		1550			2420			2,420				
12	12778				-				223671	-	223671	223671	223.242	Real Estate-Auditorium			3460		[illegible]			3460			1,500				
13	--				-					475	1485	1960	223.31	Purchasing- Lease & Warehouse			-		-1960			-							
14	--				-					-	-	-	223.417 .01	Public Works Maintenance Yard			3920		3920			3920			1,960				
15	--				[illegible]					-	10000	10000	223.417 .02	Public Works 150 Otis Street			13500		3500			13500			11,000				
16	0[illegible]				--					--	-	-	223.417 .03	Public Works Traffic Engineering			-		-			-							
17	1035				--					-	-	-	223.[illegible]	Public [illegible] Sewage Pumping Stations			3260		3260			3260			0				
18	46890				9480				46562	2949	50865	53814	223.427	Public Works Sewage Treatment Plants			37980		28500			32980			0				
19	2209				3800				1999	1062	3937	5799	223.513	Public Health Health Bldg. & Health Centers			42810		39010			42810			5,820				
20	2[illegible]				1[illegible]				9600	990	9[illegible]	10670	223.515	Public Health [illegible]			[illegible]		[illegible]			6220			3,160				
21	1031				3[illegible]					-	3660	3660	223.551	Public Health Emergency Hospitals			8980		5320			8980			0				
22	--				6210					2253	3957	6210	223.553	Public Health Hassler Health Home			4420		-1790			4420			4,420				
23	--				-					-	-	-	223.557	Public Health San [illegible] Hospital			[illegible]		[illegible]			[illegible]			6,450				
24	12163				10340				36186	1[illegible]	22810	40202	223.631	Public Library			6550		[illegible]			[illegible]			3,800				
25																													
26	[illegible]				234950				344681	64349	496100	560449	70[illegible]	Replacement & Reconstruction Public Buildings			644550		409600			644550			154,160				
27	2729				2986				-4962	-	3024	3024	1[illegible]	Transfer to Dpt. of Architecture			-		-2986			--							
28	268004				226964				349446	64349	493076	557425	[illegible]	Replacement & Reconstruction Public Buildings			644550		417586			644550			154,160				
29																													
30																													
31																													
32																													
33																													
34																													
35																													

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

879

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1417 — Sheet Number: C2 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1958-1960 (Dollars Only)	FISCAL YEARS 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 (—) Decrease: Force	Amount	(2) Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(3) BUDGET as Recommended by the Mayor: Number of Employees	Priority Rate Ind.	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1													223	Replacement & Reconstruction Public Buildings	Priority														
2													223.000	CITY HALL															
3	-				42550					17317	25233	42550		Specific Jobs Under $2000.			63520		20970			63520		Rec Level	36,330				A
4														GENERAL															
5	36159				-									Replace Main Switchboard in Rm 52 to comply with Safety Codes			-		-			-							
6	1588				-									Change Panel Board FG & Feeders to 4-Wire 3-Phase			-		-			-							
7	11925				12600	From Prior Year			4385	2072	14913	16985		Renew Sanitary Cold Water Risar and Branches			-		-12000			-							
8	12699				17350	From Prior Year			4449	2102	19697	21799		Replace Urinals, Drains & Vents in Toilet Rooms		1	18500		1150			18500		Rec Level	18,500				B
9	1206				-					-	-	-		Replace 2 live Front Panels with Dead Front Type			-		-			-							
10	1674				-					-	-	-		Replace Live Front Panels L 1 & J G with Dead Front Type			-		-			-							
11	997				-					-	-	-		Replace Live Front Panel M 1 with Dead Front Type			-		-			-							
12	1673				-					-	-	-		Replace Overloaded Feeders			-		-			-							
13	254				-					-	-	-		Replace Defective Light Fixtures			-		-			-							
14	762				-					-	-	-		Install Safety Railings on Stairway to Dome			-		-			-							
15	595				-					-	-	-		Replace Lavatories - Vrs. Rms			-		-			-							
16	1868				-					-	-	-		Replace Worn Flush Valves			-		-			-							
17	1567				-					-	-	-		Replace Corroded Hot Water Lines			-		-			-							
18	727				-					-	-	-		Install Masonite Wainscot on Stairwell Landings			-		-			-							
19	-				-					-	-	-		Install Center Rail on Main Stairway to Basement		1	5100		5100			5100		C/O	5,100				C
20	-				-					-	-	-		Replace Lighting in 3rd floor corridors with fluorescent fixtures		4	9200		9200			9200		Rec'd	0				D
21																													
22	-				-	From Prior Year			934	-	858	858		Replace Non-Code Air Tank			-		-			-							
23																													
24																													
25																													
26																													
27																													
28																													
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34																													
35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	1	CITY HALL	IMPROVE INADEQUATE LIGHTING IN POST OFFICE.		
	1		INSTALL FLOODLIGHTING FOR MCALLISTER ST. RAMP		800
	1		REPLACE MAIN STOP AND CHECK VALVES ON 2 BOILERS IN CIVIC CENTER POWER HOUSE.		750
	1		SCREEN INTAKES OF MAIN VENTILATING SYSTEM ON EAST ROOF TO ELIMINATE PIGEONS ENTERING VENTILATING SYSTEM.		1,200
	1		REPLACE DEFECTIVE TRAVELING CABLES ON 3 ELEVATORS.		1,960
	1		INSTALL SAFETY WORK LIGHTS IN ROTUNDA ATTIC AREA.		1,800
	1		REPLACE OVERLOADED FEEDER AND ELECTRICAL PANEL B-1 (TREASURER'S OFFICE).		1,940
	1		REPLACE OVERLOADED FEEDER AND ELECTRICAL PANEL A-1 (CONTROLLER'S OFFICE).		1,400
	1		REPLACE OVERLOADED FEEDER AND ELECTRICAL PANEL 1-3 (CIVIL SERVICE COMM.)		1,360
	1		REPLACE PANELS AND PROVIDE ADDITIONAL CIRCUIT CAPACITY FOR 2ND, 3RD AND 4TH FLOOR PANELS ON NORTHEAST RISER.		1,550
	1		REPLACE OVERLOADED FEEDER TO SUPPLY PANEL BOARDS ON 2ND, 3RD AND 4TH FLOORS ON STACK RISER H.		1,800
	1		REPLACE OVERLOADED FEEDERS TO 3RD AND 4TH FLOORS AND REPLACE PANELBOARDS ON 2ND, 3RD AND 4TH FLOORS OF NORTHWEST RISER.		1,800
	1		REPLACE OVERLOADED FEEDER TO PANEL E-3.		1,650
	2		REPLACE OVERLOADED FEEDER TO PANEL E-4.		1,900
	2		REPLACE 2 EXPANSION JOINTS IN MAIN STEAM LINE IN GROVE ST. JOINTS EXPENSIVE TO MAINTAIN.		1,900
	2		INSTALL SPECIAL ELECTRICAL CIRCUITS AT 4 LOCATIONS AROUND ROTUNDA ON 1ST AND 2ND FLOORS. TO PROVIDE SERVICE FOR SPECIAL EVENTS.		1,960
	2		IMPROVE LIGHTING IN WEST BASEMENT CORRIDOR TO CIVIL SERVICE AREAS.		1,960
	4		IMPROVE LIGHTING IN 3RD FLOOR CORRIDOR BY BUREAU OF ENGINEERING OFFICES.		1,600
	4		IMPROVE LIGHTING IN ELEVATORS.		1,460
	4		IMPROVE LIGHTING IN EAST BASEMENT LOBBY OUTSIDE TOILET ROOMS.		260
	8		REVISIONS TO COLD WATER PIPING IN BASEMENT REQUIRED TO MODERNIZE SYSTEM (REPLACE PIPE TO HOT WATER HEATER, REPLACE LINE TO AIR CONDITIONER, REPLACE PIPING TO LAVATORIES IN MENS' TOILET ROOM NO. 1, ETC.).		1,960
	3	ASSESSOR	INSTALL SCREENS ON SKYLIGHT VENTILATORS OF POWER HOUSE TO KEEP PIGEONS OUT		1,940
	4	CITY ARCHITECT	INSTALL A SECONDARY EXIT FROM THE ASSESSOR'S PRIVATE OFFICE.		1,500
	5		REPLACE WORN LINOLEUM IN ROOM 250.		800
	1	CITY ATTORNEY	45 HYDE ST.: IMPROVE LIGHTING IN RMS. 310 (OFFICE) AND 312 (DRAFTING RM.).		600
	5		IMPROVE LIGHTING IN ROOMS 5-6-7-8-9-10-10A AND 11.		1,960
	1	CITY ENGINEER	IMPROVE LIGHTING IN ROOMS 1-2-3-4 AND IN EAST AND SOUTH CORRIDORS.		1,960
	1		45 HYDE ST.: IMPROVE LIGHTING IN ROOM 219.		1,960
	3		45 HYDE ST.: IMPROVE LIGHTING AND VENTILATION IN SECRETARY'S OFFICE OF ROOM 222.		400
	8		45 HYDE ST.: ALTERATIONS TO ROOM 204 REQUIRED TO INCREASE EFFICIENTY OF PERSONNEL USING THIS OFFICE (ADDITIONAL ELECTRICAL OUTLETS, SHELVING AND CABINET WORK, ACOUSTIC CEILING, ETC.).		700
	3	CIVIL SERVICE	45 HYDE ST.: REPLACE LINOLEUM FLOOR COVERING IN ROOM 204.		1,800
	1	FINANCE & RECORDS	INSTALL ACOUSTICAL MATERIAL ON CEILING OF ROOM 6 IN BASEMENT.		1,900
	2		REGISTRAR'S OFFICE: IMPROVE LIGHTING IN REGISTRATION ROOM		1,200
	7	FIRE DEPARTMENT	REGISTRAR'S OFFICE: REPLACE URINALS, DRAINS, VENTS AND WATER PIPING IN MENS' REST ROOM. URINALS CRACKED AND CRAZED, DRAIN COLLARS CORRODING, URINAL VENTS AND WATER PIPING R STING.		1,420
	3	MAYOR'S OFFICE	INSTALL ACOUSTICAL MATERIAL ON CEILINGS OF OFFICES OF SECRETARY OR CHIEF OF DEPARTMENT AND DIRECTOR OF SPECIAL SERVICES.		1,960
			ALTERATIONS IN SHOWER ROOM TO PROVIDE ADDITIONAL UTILIZATION OF AREA.		1,900
					1,960

(CONTINUED)

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. C2-C3-C4 EXPLANATION SHEET 881

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
A	3	MUNICIPAL COURTS	INSTALL ACOUSTICAL MATERIAL ON WALLS AND CEILINGS OF ROOM 300.	[illegible]	1,960	
	3		IMPROVE LIGHTING IN COURTROOM (ROOM 380) OF DEPARTMENT 6.	[illegible]	900	
	3		IMPROVE LIGHTING IN COURTROOM (ROOM 374) OF DEPARTMENT 7.	[illegible]	900	
	1	OFFICE OF PUBLIC GUARDIAN	IMPROVE LIGHTING IN ROOM 336.	[illegible]	480	
	5	PUBLIC UTILITIES COMMISSION	REPLACE EXISTING FLUORESCENT LIGHTING FIXTURES IN OFFICES OF DIRECTOR OF PUBLIC SERVICES AND DIRECTOR OF BUREAU OF ACCOUNTS WITH FIXTURES OF A MORE MODERN, EFFICIENT DESIGN.	[illegible]	1,900	
	1	SHERIFF	IMPROVE INADEQUATE LIGHTING IN BUSINESS OFFICE.	[illegible]	1,280	
	1		IMPROVE INADEQUATE LIGHTING IN DEPUTY SHERIFF'S OFFICE.	[illegible]	1,130	63,520
B	1	CITY HALL	COMPLETION OF PROGRAM OF REPLACING URINALS, DRAINS AND VENTS IN PUBLIC TOILET ROOMS. (PLANS: $1350 CONSTRUCTION: $15,800 INSPECTION: $1350)	[illegible]	18,500	18,500
C	1		INSTALL CENTER RAIL ON MAIN STAIRWAY TO BASEMENT - TO CONFORM WITH PRESENT REQUIREMENTS OF BUILDING CODE. (PLANS: $650 CONSTRUCTION: $4000 INSEPCTION: $450)	[illegible]	5,100	5,100
D	4		REPLACE LIGHTING IN 3RD FLOOR CORRIDORS WITH MODERN FLUORESCENT FIXTURES. (PLANS: $900 CONSTRUCTION: $7700 INSPECTION: $600)	[illegible]	9,200	9,200
E	7	CIVIL SERVICE	RESURFACE WOOD FLOOR WITH ASPHALT TILE IN ROOMS 7 AND 8 IN BASEMENT. WOOD DIFFICULT TO KEEP CLEAN AND POLISHED.	[illegible]	3,000	3,000
F	3	FIRE DEPARTMENT	PROVIDE LOCKER ROOM FOR INSPECTORS IN DIVISION OF FIRE PREVENTION AND INVESTIGATION. (PLANS: $1000 CONSTRUCTION: $9500 INSPECTION: $450)	[illegible]	10,950	10,950
G	7	TAX COLLECTOR	INSTALL ACOUSTICAL MATERIAL ON CEILING OF SOUTH SECTION OF MAIN OFFICE. (PLANS: $700 CONSTRUCTION $5000 INSPECTION: $400)	[illegible]	6,100	6,100

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

882

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: C3 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 9 Months (Dollars Only)	Probable Last 3 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	PAR4-174 Rate-ING	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Difference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1													223	Replacement & Reconstruction Public Buildings		Priority					C.	A. O.							
2													223.000	CITY HALL - CONTINUED															
3																													
4														CIVIL SERVICE															
5	1526				-									Install Fluorescent Light fixtures - Room 5			-		-			-							
6	393				-									Improve Lighting in Secretary's Office - Room 4			-		-			-							
7	-				-									Resurface Wood Floor with Asphalt Tile in Rooms 7 & 8		7	3000		3000			3000		CK	0				R
8																													
9																													
10														FINANCE & RECORDS															
11	-				25000					-	25000	25000		County Clerks Office - Replace Lighting Fixtures Main Office			-		-25000			-							
12																													
13																													
14																													
15	720				-									FIRE DEPARTMENT															
16	-				-									Replace Corroded Water Piping			-		-			-							
17														Provide Locker Rooms for Inspectors-Fire Prevention and Investigation Div.		3	10950		10950			10950		CX	0				F
18																													
19																													
20	1680				-	From Prior Year			15198	-	14435	14435		ASSESSOR															
21														Replace Inadequate Lighting Fixtures			-		-			-							
22																													
23																													
24	728				-					-	-	-		CHIEF ADMINISTRATIVE OFFICER															
25														Replace Lighting Fixtures in Private Office of CAO			-		-			-							
26																													
27																													
28	12545				-					-	-	-		CITY ATTORNEY															
29														Alterations to S. E. Corner 3rd floor, City Attorney's Office			-		-			-							
30																													
31	1355				-									CONTROLLER															
32										-	-	-		Install Resilient Flooring, Secretary's Office			-		-			-							
33																													
34	--					From Prior Year			1500	1476	-	1476		PUBLIC WORKS															
35														Install Acoustical Tile - Director's Office - Rm 260			-		-			-							

CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

883

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1417 — Sheet Number: C4 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 8 and 9 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Note and Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1													223	Replacement & Reconstruction Public Buildings		Priority													1
2													223 000	CITY HALL - CONTINUED															2
3														PURCHASER															3
4	1888				-					-	-	-		Alterations to Purchasing Department, Room 270			-		-			-							4
5																													5
6																													6
7														RECORDER															7
8	970				-					-	-	-		Move Counter to Recorder's Office from County Clerk's Office			-		-			-							8
9																													9
10																													10
11														MUNICIPAL COURT															11
12	190				-					-	-	-		Replace Ventilating Fan in Judge's Chambers of Room 380			-		-			-							12
13																													13
14																													14
15														SUPERIOR COURT															15
16	8600									-	-	-		Alteration & Renovations Court Rooms #472 & 474			-		-			-							16
17																													17
18																													18
19														TAX COLLECTOR															19
20	1510				-					-	-	-		Replace & Relocate Lighting Fixtures in General Office			-		-			-							20
21	-													Install Acoustical Material on Ceiling Main Office	7	6100	6100		6100			6100		0			0		21
22	539				-					-	-	-		Replace Live Front Panel with Dead Front Type.			-		-			-							22
23																													23
24																													24
25																													25
26																													26
27																													27
28																													28
29	106388				97500					26466	22967	100136	123103	TOTAL CITY HALL			116370		18870			116370		59,930					29
30	697				3500	7-1-60 S.W. #47				-3500	-	-	-	Transferred to Bureau of Architecture			-		-3500			-							30
31	105691				94000					29966	22967	100136	123103	NET CITY HALL			116370		22370			116370		59,930					31
32																													32
33																													33
34																													34
35																													35

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

884

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: C 5 of C15 Sheets — Index Number: 417

Line No.	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 6 (—) Decrease: Items	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1														Replacement & Reconstruction																1
2													223	Public Buildings	Priority															2
3																														3
4					3140					2207	933	3140	223.119	CITY PLANNING																4
5														Specific Jobs Under $2000.			5570		2430			5570		Pg 102 ITY Rate INC	1,050				A	5
6																														6
7																														7
8	22771				26000					12717	13283	26000	223.145	FIRE DEPARTMENT																8
9														Specific Jobs Under $2000.			74290		48290			74290		See Detail	19,460				B	9
10																														10
11	5641				-					-	-	-		Fire Department Specific Jobs Over $2000. Engine Co. No. 36 - Replace Gas Unit Heaters with Central Heating System			-		-			-							11
12																														12
13	-				7250					-	7250	7250		Pump Sta. #1 & #2 - Install Pilot Flame Protective System on Boilers			-		-7250			-							13
14																														14
15	-				3700					-	3700	3700		Eng. #39 - Replace Swinging Doors with Overhead Doors			-		-3700			-							15
16	-				-									Eng. #39 Install Chain Link Fence Rear of House		9	3600		3600			3600		ex	0				C	16
17	28412				36950					12717	24233	36950		TOTAL FIRE DEPARTMENT			77890		40940			77890			19,460					17
18	-				700	10.11.60Trf.#517			100	-	800	800		Transferred to Bureau of Architecture			-		-700			-								18
19	28412				36250				-100	12717	23433	36150		NET-FIRE DEPARTMENT			77890		41640			77890			19,460					19
20																														20
21																														21
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DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
A	3	CITY PLANNING (100 LARKIN)	INSTALL ACOUSTICAL MATERIAL ON CEILINGS OF STENOGRAPHIC ROOM, 2 ZONING DIVISION OFFICES AND 2 PLANNING DIVISION OFFICES.	CX	1,960	
	3		ALTERATIONS AND PARTITIONING IN AREA TO BE ACQUIRED FROM ART COMMISSION TO PROVIDE BETTER UTILIZATION OF SPACE.	CBX	1,960	
	3		IMPROVE LIGHTING IN 3 ZONING DIVISION OFFICES AND IN OFFICE AREA TO BE ACQUIRED FROM ART COMMISSION.	RRA	1,050	
	7		REVISE FALSE CEILING NEAR ZONING COUNTER TO REDUCE NOISE LEVEL AND IMPROVE LIGHTING IN AREA.	CX	600	5,570
B	1	FIRE DEPT. ENGINE CO. #8	IMPROVE LIGHTING IN HOUSE.	RRA	1,250	
	1	#8	INSTALL WINDOW IN PENTHOUSE ROOM USED AS BEDROOM.	CF	350	
	1	#10	ALTERATIONS IN KITCHEN (STAINLESS STEEL DRAINBOARD AND LARGER SINK, GARBAGE DISPOSAL UNIT AND DOORS ON CABINETS).	CX	1,200	
	1	#12	INSTALL GARBAGE DISPOSAL UNIT IN KITCHEN.	CX	380	
	1	#17	INSTALL NON-SKID SURFACE ON STAIRS ON BASEMENT.	CB	350	
	1	17	INSTALL LARGER FAN OR BASEMENT VENTILATING SYSTEM.	RRA	600	
	1	#25	REPLACE INADEQUATE LIGHTING IN KITCHEN AND COMMUNICATION ROOM.	RRA	500	
	1	#48	INSTALL VENTILATING SYSTEM IN KITCHEN.	CX	700	
	1	TRUCK CO. #1	PROVIDE STORAGE CABINETS IN KITCHEN AND REPLACE SINK.	CX	1,350	
	1	#1	REVISE VENTILATING SYSTEM IN BASEMENT.	RRA	700	
	1	JONES ST. TANK	INSTALL KITCHEN SINK IN BUILDING - NONE AT PRESENT.	CX	220	
	1	JERROLD AVENUE PIPE YARD	REPLACE DEFECTIVE PLUMBING FIXTURES AND PIPING IN TWO BUILDINGS.	RRA	1,000	
	1	JERROLD AVENUE PIPE YARD	INSTALL SPACE HEATER IN OFFICE AREA - NONE AT PRESENT.	CX	500	
	2	ENGINE CO. #5	PROVIDE CANVAS SIDE COVERS ON HOSE RACK.	CX	800	
	2	ENGINE CO. #5	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	480	
	2	#6	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	840	
	2	#12	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#13	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#18	REPLACE HOT AND COLD WATER PIPING IN BUILDING	RRA	1,960	
	2	#20	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	960	
	2	#26	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#27	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#27	INSTALL WALKING SURFACE ON ROOF TO FLAGPOLE.	CX	200	
	2	#28	REPLACE HOT AND COLD WATER PIPING IN BUILDING.	RRA	1,960	
	2	#29	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#32	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#34	INSTALL GREASE HOOD AND LARGER FAN OVER KITCHEN STOVE.	CX	1,950	
	2	#37	REPLACE HOT AND COLD WATER PIPING IN BUILDING.	RRA	1,960	
	2	#37	INSTALL NEW HOOD AND FAN FOR KITCHEN VENTILATION.	CX	1,950	
	2	#38	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	

(CONTINUED)

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 65 EXPLANATION SHEET 886

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
B	2	FIRE DEPT. ENGINE CO. #39	INSTALL STAINLESS STEEL TO PROTECT WALLS BEHIND KITCHEN STOVE.	CX	440	
	2	#39	PROVIDE CANVAS SIDE COVERS ON HOSE RACK.	CX	1,200	
	2	#40	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#41	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#43	INSTALL FAN ON GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#44	INSTALL LARGER FAN ON GREASE HOOD OVER KITCHEN STOVE.	RRIC	500	
	2	#45	INSTALL GREASE HOOD OVER KITCHEN STOVE.	CX	1,240	
	2	#49	EXTEND HOSE RACK TO PROTECT HOSE FROM WEATHER.	CX	1,200	
	3	#8	PROVIDE ACCESS DOOR IN KITCHEN TO PARKING LOT AT REAR OF HOUSE.	CX	350	
	3	#12	PARTITION AREA IN APPARATUS ROOM FOR STORAGE OF LUBE OIL.	CX	550	
	3	#21	INSTALL SHELVING AND PAR. ONS IN APPARATUS FLOOR STOREROOM AND IN DINING AREA.	CX	800	
	3	#28	REPLACE GASOLINE STORAGE TANK - NOW OUT OF SERVICE - LEAKS.	ARIC	1,960	
	3	#30	REVISE HOSE HOIST TO ELIMINATE EXCESSIVE WEAR ON CABLE.	ARIC	300	
	3	#36	INSTALL EQUIPMENT IN HOUSE FOR USE IN FUELING FIRE EQUIPMENT - NONE AT PRESENT	CX	1,960	
	3	#38	RELOCATE 4 SPEAKERS FOR P.A. SYSTEMS IN OFFICERS' QUARTERS AND IN CHIEF'S OFFICE TO PROVIDE ACCESSIBILITY.	ARIC	550	
	3	#45	RELOCATE HOIST IN HOSE TOWER - PRESENT LOCATION NOT SUITABLE FOR PROPER HANDLING OF HOSE.	ARIC	400	
	3	#48	PROVIDE STORAGE LOCKERS IN HOUSE FOR EXPANDED CREW.	CX	1,800	
	3	TRUCK CO. #1	REPLACE GASOLINE STORAGE TANK - NOW OUT OF SERVICE - LEAKS.	ARIC	1,960	
	3	FIRE COLLEGE	INSTALL SHELVING IN CLASSROOM AND BASEMENT CLOSETS.	CX	1,000	
	3		INSTALL VENT ABOVE DRAFTING PIT TUBE TO INSURE PROPER OPERATION OF DRAFTING PIT.	CX	400	
	3	JERROLD AVENUE PIPE YARD	INSTALL RETAINING WALLS ALONG PERIMETER OF PROPERTY	CX	1,960	
	3	JERROLD AVENUE PIPE YARD	INSTALL FLOOR IN STORAGE SHED.	CX	800	
	3	JERROLD AVENUE PIPE YARD	IMPROVE INADEQUATE LIGHTING IN STORAGE SHED.	AAX	900	
	3	JERROLD AVENUE PIPE YARD	REVISE PARTITIONS IN STORAGE SHED FOR BETTER UTILIZATION OF AREA	CX	1,000	
	3	JERROLD AVENUE PIPE YARD	ALTERATIONS TO GATES IN CHAIN LINK FENCE FRONTING ON JERROLD AVE. TO PROVIDE BETTER TRAFFIC FLOW INTO YARD.	AAX	1,000	
	4	ENGINE CO. #9	INSTALL SHOWER AND TOILET AND REPLACE FLOOR IN WASHROOM OF MARINE CREWS' QUARTERS.	CX	900	
	4	ENGINE CO. #28	INSTALL URINAL IN 2ND FLOOR MENS' TOILET ROOM.	CX	700	
	4	#28	INSTALL LINOLEUM ON KITCHEN FLOOR AND REPLACE LINOLEUM IN MENS' WASHROOM.	CX	700	
	4	#36	MODERNIZE MENS' WASHROOM AREA.	CX	1,000	
	4	#38	INSTALL FENCE ON EAST PROPERTY LINE TO ELIMINATE STUDENTS DRIVING AUTOMOBILES OVER PLANTED AREAS.	CX	300	
	4	#41	INSTALL ACOUSTIC MATERIAL ON COMMUNICATION & DINING ROOM CEILINGS.	CX	800	
	4	#46	INSTALL LARGER SINK IN KITCHEN AND REPLACE CABINETS.	CX	1,200	
	4	PUMP STATION #1	REPLACE OPEN FRONT LIGHTING SWITCHBOARD WITH DEADFRONT TYPE.	RRIO	1,960	
	4	JERROLD AVE.	INSTALL RESILIENT FLOOR COVERING IN OFFICE AREA.	CX	400	
	4	FIRE CHIEF'S RESIDENCE	IMPROVE INADEQUATE ELECTRIC SERVICE TO BUILDING.	RRIO	1,200	
	8	ENGINE CO. #4	INSTALL ACOUSTIC TILE ON DINING ROOM CEILING.	CX	1,300	
	8	#4	INSTALL WASHBASIN IN OFFICER'S ROOM.	CX	450	

(CONTINUED)

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 65 EXPLANATION SHEET 887

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
B	8	FIRE DEPT. ENGINE CO. #8	REPLACE KITCHEN SINK - PORCELAIN WORN ON EXISTING.	RA-C	350	
	8	#10	INSTALL QUARRY TILE ON KITCHEN FLOOR.	C-X	800	
	8	#19	PROVIDE DRAIN FOR REAR YARD.	C-X	650	
	8	#24	REMOVE BATHTUB AND INSTALL SHOWER IN CAPTAIN'S ROOM.	C-X	650	
	8	JONES ST. TANK	INSTALL SHOWER IN BUILDING.	C-X	500	
	9	ENGINE CO. #17	INSTALL MOSQUITO SCREENS ON FRONT WINDOWS OF BUILDING.	C-X	400	
	9	#38	SCREEN KITCHEN AND COMMUNICATION ROOM WINDOWS.	C-X	800	
	9	#39	SCREEN ALL WINDOWS OF HOUSE.	C-X	700	
	11	#38	INSTALL 3 POLE SWITCHES IN OFFICERS' HALLWAY.	C-X	500	
	12	#6	INSTALL FLOOR DRAIN AT BASE OF HOSE TOWER.	C-X	400	
	12	#10	REPLACE PLANTED AREA ALONG FOLSOM ST. WITH CONCRETE.	C-X	250	
	12	#12	INSTALL DUST DEFLECTORS ON ALL RADIATORS.	C-X	550	74,290
C	9	#39	INSTALL CHAIN LINK FENCE ALONG LOT LINE IN REAR OF HOUSE. (PLANS: $400 CONSTRUCTION: $3000 INSPECTION $200)	C-X	3,600	3,600

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number C6 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate C. A. O.	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Items
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1														Replacement & Reconstruction Public Buildings		Priority													
2																													
3													223.161	POLICE DEPARTMENT															
4	3226				3800					1048	2752	3800		Specific Jobs Under $2000.			4000		200			4000		See Letter	0				A
5																													
6														Police Department Specific Jobs Over $2000.															
7	4127				-					-	-	-		Misc. Alterations at 8 District Stations			-		-			-							C
8	-				-					-	-	-		Temp. Facilities for Heat - Hot Water at Central Police	Station 1		6000		6000			6000		See Letter	0				B
9	-				-					-	-	-		Replace Main Water Service at Police Pistol Range		9	7700		7700			7700		See Letter	0				C
10	7353				3800					1048	2752	3800		TOTAL - POLICE DEPARTMENT			17700		13900			17700			0				
11																													
12																													
13																													
14																													
15													223.169	PUBLIC WELFARE DEPT.															
16	1448				-					-	-	-		Specific Jobs Under $2000.			3500		3500			3500		See Letter	0				D
17																													
18														Public Welfare Specific Jobs Over $2000.															
19	-				-					-	-	-		Alterations to Main Waiting Room - 585 Bush St.		3	4100		4100			4100		See Letter	0				E
20	1448				-					-	-	-		TOTAL PUBLIC WELFARE			7600		7600			7600			0				
21																													
22																													
23																													
24													223.170	Single Men's Rehabilitation Center															
25	-				4550					1069	3481	4550		Specific Jobs Under $2000.			3820		-730			3820		See Letter	0				F
26																													
27	1448				4550					1069	3481	4550		Public Welfare Dept & TOTAL Single Men's Rehab. Center			11420		6820			11420			0				
28	-				470	7.1.60 S.W. #47			470	-	-	-		Transferred to Bureau of Architecture			-		-470			-							
29	1448				4080				470	1069	3481	4550		Public Welfare Dept. & NET Single Men's Rehab. Center			11420		6350			11420			0				
30																													
31																													
32																													
33																													
34																													
35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
A	3	POLICE DEPARTMENT Ingleside Station	INSTALL SHELVING IN BASEMENT - BADLY NEEDED FOR STORAGE OF RECORDS AND MATERIAL.	C X	1,000	
	3		INSTALL ACOUSTICAL MATERIAL ON CEILING OF BUSINESS OFFICE.	C X	500	
	3	RICHMOND STATION	INSTALL SHELVING IN STORAGE ROOM OF STABLE BUILDING. REQUIRED FOR NECESSARY STORAGE OF RECORDS.	C X	750	
	3	POLICE STABLES	REVISE AREA IN STABLE BUILDING TO PROVIDE BADLY NEEDED STORAGE AREA.	C X	900	
	3		PROVIDE COVERED SHELTER ON EXTERIOR OF BUILDING FOR STORAGE OF HORSE TRAILER.	C X	850	4,000
B	1	CENTRAL STATION	PROVIDE TEMPORARY FACILITIES FOR SUPPLYING BUILDING HEAT AND HOT WATER FOR USE AFTER THE HALL OF JUSTICE IS VACATED AND THE MAIN SYSTEMS ARE DISCONTINUED. (PLANS: $650 CONSTRUCTION: $4850 INSPECTION: $500)	C C	6,000	6,000
	9	PISTOL RANGE	REPLACE MAIN WATER SERVICE TO RANGE. (PLANS: $800 CONSTRUCTION: $6400 INSPECTION: $500)	A A A	7,700	7,700
D	4	PUBLIC WELFARE DEPT. 150 OTIS STREET	INSTALL VENTILATING SYSTEM IN MAIN FLOOR WAITING ROOM.	C X	1,850	
	7		INSTALL ACOUSTICAL MATERIAL ON WALLS AND CEILING OF COFFEE ROOM ON 8TH FLOOR.	C X	650	
	9		INSTALL FIRE ALARM AND BELL SYSTEM FOR 1ST, 8TH AND 9TH FLOORS.	C X	1,000	3,500
E	3	585 BUSH STREET	ALTERATIONS TO MAIN WAITING ROOM TO OBTAIN MORE EFFICIENT UTILIZATION OF SPACE. (PLANS: $850 CONSTRUCTION: $2800 INSPECTION: $450)	C X	4,100	4,100
F	1	SINGLE MENS' REHABILITATION CENTER (REDWOOD CITY)	PROVIDE VENTILATING SYSTEM IN MENS' DORMITORY AND TELEVISION ROOM.	C X	1,960	
	3		INSTALL A WATER COOLER IN THE DINING ROOM. NONE AT PRESENT - NECESSARY FOR MEN TO ENTER KITCHEN FOR DRINKING WATER DURING MEAL TIMES RESULTING IN CONFUSION AND LACK OF ORDER.	C X	680	
	4		INSTALL DRINKING FOUNTAINS IN HALLWAY AREA AND BY LAUNDRY. PRESENT FACILITIES INADEQUATE AS THIS BUILDING WAS NOT DESIGNED FOR THE PURPOSE IT IS NOW SERVING.	C X	680	
	5		REPLACE EXISTING INADEQUATE INCANDESCENT LIGHTING IN 3 OFFICES WITH FLUORESCENT FIXTURES.	A A A	500	3,820

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number C7 of C15 Sheets — Index Number 417

Line Number	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 6 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	PRIORITY RATING	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Priority Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	C. A. O. 22	23	24	25	26	27	28	29
1													223	Replacement & Reconstruction Public Buildings	Priority														
2																														
3													223.175	Sheriff County Jails No. 2 & 4																
4	1405				5450					1489	1961	5450		Specific Jobs Under $2000.			18970		13520			18970		JOB LEVEL	10,370				A
5																														
6														Sheriff Specific Jobs over $2000.																
7	3175				-					-	-	-		Replace Sewage Treatment Plant Effluent Pump Discharge Piping			-		-			-								
8	-				16000					-	16000	16000		Replace Burners & Controls on 3 Boilers - Main Heating System	1	-		-16000												B
9	-				-					-	-	-		Replace Pump at San Andreas Pump Station	1	15800		15800				15800		MAIN	15,800				C
10	-				-					-	-	-		Replacing & Installing Boiler Burners etc. #1-2-3 Boilers	5	16600		16600				16600		MAIN	0				D
11	-				-					-	-	-		Replace P.A.X. Phone Control Board	6	5000		5000				5000		MAIN	0				B
12	-				-					-	-	-		Replace P. A. System Control Board	7	6700		6700				6700		MAIN	0				F
13	-				-					-	-	-		Replace 2 hot water Storage Tanks with Instant Heaters	10	20500		20500				20500		MAIN	0				
14																														
15	4580				21450					1489	19961	21450		Sheriff Total - County Jails No. 2 & 4			83570		62120			83570			26,170				
16																														
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BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 67 EXPLANATION SHEET 891

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
A	1	SHERIFF COUNTY JAILS #2 - #4	INSTALL 2" WATER SUPPLY LINE TO FARM AREA FROM MAIN 10" SUPPLY LINE - REQUIRED TO PROVIDE ADEQUATE FIRE PROTECTION TO FARM AREA BUILDINGS AND ADEQUATE WATER SUPPLY TO SEWAGE TREATMENT PLANT.	RRIH	1,960	
	1		IMPROVE INADEQUATE INCANDESCENT LIGHTING IN SUPERINTENDENT'S OFFICE IN JAIL #2.	RRIH	200	
	1		ALTERATIONS TO WATER SYSTEM AT SEWAGE TREATMENT PLANT TO PREVENT CONTAMINATION OF DOMESTIC WATER SYSTEM.	RRIH	500	
	1		REPLACE CONTROL VALVES (NORMALLY OPEN TO NORMALLY CLOSED) FOR HOT WATER STORAGE TANKS IN JAIL #2 TO ELIMINATE EXCESSIVE HOT WATER TEMPERATURES.	RRIH	1,860	
	1		REPLACE CONTROL VALVES (NORMALLY OPEN TO NORMALLY CLOSED) FOR HOT WATER STORAGE IN JAIL #4 TO ELIMINATE EXCESSIVE HOT WATER TEMPERATURES.	RRIH	1,230	
	1		INSTALL UNIT HEATERS IN SOUTH MENS' DORMITORY IN JAIL #2 - EXISTING BUILDING HEATING SYSTEM DOES NOT PROVIDE SUFFICIENT HEAT.	CX	1,960	
	2		REPLACE EXPANSION JOINTS ON MAIN STEAM LINE BETWEEN JAILS #2 AND #4 - EXISTING JOINTS DEFECTIVE AND EXPENSIVE TO MAINTAIN.	RRIH	1,960	
	2		INSTALL BAROMETRIC DAMPER AND REPLACE BADLY DETERIORATED SCREEN ON STACK FOR JAIL #2 INCINERATOR.	RRIH	700	
	3		INSTALL TOILET FACILITIES IN THE GARAGE OF JAIL #2 FOR THE USE OF PERSONNEL WORKING IN THE BASEMENT OF THE BUILDING OR IN ADJACENT YARD AREAS - NOW NECESSARY TO TRAVEL SOME DISTANCE TO USE FACILITIES LOCATED WITHIN THE JAIL.	CX	1,500	
	3		ALTERATIONS AT FARM AREA DISTRIBUTING MANIFOLD STATION TO INSURE CONTINUOUS OPERATION OF IRRIGATION SYSTEM.	RRIC	1,960	
	4		INSTALL COPPER PANS ON FLOOR OF FAN ROOM OF JAIL #2 - REQUIRED TO COLLECT CONDENSATION IN ROOM AND CONVEY IT TO DRAINAGE SYSTEM, WATER NOW FORMS IN LARGE PUDDLES ON FLOOR.	CX	1,000	
	8		REPLACE WATER LINES IN LAWN AREA.	RR-D	930	
	8		REPLACE CORRODED 2" GAS LINE FROM JAIL #2 TO GREEN HOUSE IN FARM AREA.	RR-D	750	
	8		ALTERATIONS AT THE SEWAGE TREATMENT PLANT TO IMPROVE OPERATIONS (AUTOMATIC CONTROL OF CHLORINATORS AND EFFLUENT FLOW METER).	CX	1,960	
	8		REPLACE CHLORINE TANK BAFFLES AT SEWAGE TREATMENT PLANT.	RR-D	500	18,970
B	1		REPLACE 200 GPM PUMP AT SAN ANDREAS PUMP STATION WITH A 500 GPM PUMP - REQUIRED TO INSURE UNINTERRUPTED SUPPLY OF DOMESTIC WATER TO JAILS #2 & #4 AND TO SHARP PARK GOLF COURSE. (PLANS: $1150 CONSTRUCTION: $13,650 INSPECTION: $1000)	RRIA	15,800	15,800
C	5		REPLACE OIL AND GAS BURNER AND AUTOMATIC CONTROL EQUIPMENT ON #1 BOILER AND INSTALL ATOMIZING EQUIPMENT ON #2 AND #3 BOILERS AT JAIL #2. (PLANS: $1250 CONSTRUCTION: $14,600 INSPECTION: $750)	RR-A	16,600	16,600
D	6		REPLACE P.A.X. AUTOMATIC PHONE SYSTEM CONTROL BOARD IN JAIL #2 - EXISTING BOARD EXPENSIVE TO MAINTAIN. (PLANS: $500 CONSTRUCTION: $4150 INSPECTION: #350)	RR-B	5,000	5,000
E	7		REPLACE P.A. SYSTEM CONTROL BOARD - EXISTING EQUIPMENT INADEQUATE AND OBSOLETE AND EXPENSIVE TO MAINTAIN. (PLANS: $600 CONSTRUCTION: $5750 INSPECTION: $350)	RR-C	6,700	6,700
F	10		REPLACE 2 HOT WATER STORAGE TANKS IN JAIL #2 WITH INSTANTANEOUS HEATERS. (PLANS: $1500 CONSTRUCTION: $17,500 INSPECTION: $1500)	RR X	20,500	20,500

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

892

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,417 — Sheet Number: 68 of C15 Sheets — Index Number: 412

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (—) Decrease: Force	Amount	Recommended by Office Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													223	Replacement & Reconstruction Public Buildings	Priority														
2																													
3													223.186	YOUTH GUIDANCE CENTER															
4	2852			1960					-	1960	1960			Specific Jobs Under $2000.			27000		25040			27000		See Letter	2,020				
5																													
6														Youth Guidance Center Specific Jobs Over $2000.															
7	-			6800					-	6800	6800			Install Stainless Steel Pan Under Steam Kettles		1	-		-6800			-							
8	-			-					-	-	-			Provide Exhaust Fans Etc. over Steam Tables in Pantries		2	16500		16500			16500		-41	0				P
9	-			-					-	-	-			Construct Soiled Linen Container in Children's Corridor		4	4050		4050			4050		-X	0				C
10	-			-					-	-	-			Provide Garbage Can Receptacles		5	5500		5500			5500		-X	0				D
11	-			-					-	-	-			Install Doors Across Face of Book Shelves		7	3400		3400			3400		-X	0				E
12	-			-					-	-	-			Pave Dirt Areas in Rear of Boy's Cottages		8	6350		6350			6350		-X	0				F
13	-			-					-	-	-			Replace Boiler Feed Pumps		11	9000		9000			9000		XXX	0				G
14	-			-					-	-	-			Seal Joints in Partitions		11	12750		12750			12750		-X	0				H
15	3852			8260					-	8760	8760			TOTAL- YOUTH GUILANCE CENTER			84550		75290			84550			2,020				
16																													
17																													
18													223.187	LOG CABIN RANCH SCHOOL															
19	2811			2040					1391	649	2040			Specific Jobs Under $2000.			16010		13970			16010		See Letter	0				I
20																													
21														Log Cabin Ranch School Specific Jobs Over $2000.															
22									-	-	-			Repave All Roads in Grounds		4	27000		27000			27000		REDO	0				J
23									-	-	-			Surface Basketball Court Area		7	16500		16500			16500		-X	0				K
24	2811			2040					1391	649	2040			TOTAL-LOG CABIN RANCH SCHOOL			59510		57470			59510			0				
25																													
26	6663			10800					1391	9409	10800			LOG CABIN RANCH SCHOOL TOTAL & YOUTH GUILANCE CENTER			144060		133260			144060			2,020				
27	-			233	7.1.60 SJV #47		-233		-	-	-			Transferred to Bureau of Architecture			-		-233			-							
28	6663			10567			233		1391	9409	10800			LOG CABIN RANCH SCHOOL NET & YOUTH GUILANCE CENTER			144060		133493			144060			2,020				
29																													
30																													
31																													
32																													
33																													
34																													
35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
A	2	YOUTH GUIDANCE CENTER	REPLACE EXISTING STONE CIRCULAR WASH STANDS IN COTTAGES G-1-2 WITH METAL FIXTURES. EXISTING FIXTURES ARE CONSTANTLY BEING DAMAGED RESULTING IN HIGH MAINTENANCE COSTS.	RR18	1,900	
	2		INSTALL FLOOR DRAIN IN ADMINISTRATION BLDG. TUNNEL TO ELIMINATE FLOODING OF TUNNEL DURING RAINY SEASON.	RR18	1,200	
	2		REPLACE DEFECTIVE MIXING VALVES IN COTTAGE SHOWERS. CONTINUING PROJECT.	RR10	1,960	
	2		INSTALL PROTECTIVE SCREENS ON EXTERIOR OF WINDOWS OF CHILDRENS' CORRIDOR WHICH FACE PLAYGROUND TO ELIMINATE FREQUENT GLASS BREAKAGE.	C43	1,900	
	2		RELOCATE FLOODLIGHT CONDUITS FROM ROOFS OF BOYS' AND GIRLS' COTTAGE CORRIDORS TO ELIMINATE ROOF LEAKS CAUSED BY EXPANSION AND CONTRACTION OF CONDUIT SHIFTING SUPPORTS.	RR18	1,960	
	3		CONSTRUCT BUILT-IN CLOSET IN WARD 17 OF NURSERY FOR CLOTHING STORAGE.	C X	350	
	3		CONSTRUCT 10 CORK PINUP BOARDS AND 10 BLACKBOARDS FOR USE IN VARIOUS BUILDINGS.	C X	1,000	
	3		CONSTRUCT SHELVING IN CLASSROOMS IN COTTAGES C-2-3. REQUIRED FOR STORAGE OF BOOKS: EXISTING SHELVING INSUFFICIENT TO TAKE CARE OF NEEDS.	C X	610	
	3		CONSTRUCT BUILT-IN ATTENDANT'S COUNTER IN NURSERY TO HOLD RECORDS OF DETAINED CHILDREN.	C X	290	
	3		INSTALL SHELVING IN ADMINISTRATION AND SERVICE BUILDINGS FOR STORAGE OF SUPPLIES AND RECORDS.	C X	1,960	
	3		ALTERATIONS TO THE BOYS' CLINIC IN THE ADMINISTRATION BUILDING TO PROVIDE BETTER UTILIZATION OF SPACE.	C X	1,200	
	3		ALTERATIONS TO ROOMS 304-305 IN THE ADMINISTRATION BUILDING TO PROVIDE ADDITIONAL REQUIRED OFFICE SPACE.	C X	1,960	
	3		ALTERATIONS TO ROOM B-1 ON THE 3RD FLOOR OF ADMINISTRATION BUILDING TO PROVIDE ADDITIONAL REQUIRED OFFICE SPACE.	C X	1,960	
	7		ALTER DARK ROOMS IN BOYS' AND GIRLS' CRAFT SHOPS TO CONVERT THEM TO NEEDED STORAGE SPACE.	C X	1,650	
	7		INSTALL SOUNDPROOFING IN OFFICES OF PSYCHIATRIC CLINIC.	C X	1,900	
	8		CONVERT ALCOVE IN PSYCHIATRIC CLINIC TO A CLOAK CLOSET FOR STAFF USE.	C X	400	
	8		INSTALL DISPLAY CASE IN GIRLS' CRAFT SHOP FOR DISPLAY AND PROTECTION OF CHILDRENS' HANDIWORK.	C X	1,700	
	9		SCREEN FRONT OF MEZZANINE IN BOYS' AND GIRLS' CRAFT SHOPS TO ELIMINATE DANGER OF CHILDREN FALLING OVER PROTECTIVE WALL.	C X	1,900	
	11		INSTALL WASHBASIN IN SWITCHBOARD ROOM IN ADMINISTRATION BUILDING.	C X	1,200	27,000
B	2		PROVIDE EXHAUST FANS AND/OR HOODS OVER STEAM TABLES IN SERVING PANTRIES IN COTTAGES C-1-2, B-1-2-2-3 AND G-1-2 (FAN AND HOOD C-1-2, B-2 and G-1-2; HOODS B-1-3-4 AND C-3); REQUIRED TO ELIMINATE MOISTURE CONDENSATION DAMAGING PAINT AND PLASTER ON WALLS AND CEILINGS. (PLANS: $1250 CONSTRUCTION: $14,400 INSPECTION: $850)	C41	16,500	16,500
C	4		CONSTRUCT SOILED LINEN CONTAINER IN CHILDREN'S CORRIDOR TO SERVICE COTTAGES C-1-2-3. (PLANS: $500 CONSTRUCTION: $3300 INSPECTION: $250)	C X	4,050	4,050
D	5		PROVIDE GARBAGE CAN RECEPTACLES IN BOYS' AND GIRLS' COTTAGE CORRIDORS. (PLANS: $700 CONSTRUCTION: $4400 INSPECTION: $400)	C X	5,500	5,500
E	7		INSTALL DOORS ACROSS THE FACE OF BOOK SHELVES IN ALL CLASSROOMS SO TEACHERS CAN LOCK UP BOOKS, SUPPLIES AND TEACHING MATERIALS. (PLANS: $400 CONSTRUCTION: $2750 INSPECTION: $250)	C X	3,400	3,400
F	8		PAVE DIRT AREAS IN REAR OF BOYS' COTTAGES AND REMOVE CONCRETE BULKHEADS. (PLANS: $500 CONSTRUCTION: $5610 INSPECTION: $240)	C X	6,350	6,350

(CONTINUED)

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
G	11	YOUTH GUIDANCE CENTER	REPLACE RECIPROCATING BOILER FEED PUMPS WITH A TURBINE DRIVEN PUMP. (PLANS: $950 CONSTRUCTION: $7400 INSPECTION: $650)	RRX	9,000	9,000
H	11		SEAL ALL JOINTS IN HAUSERMAN PARTITIONS OF APPROX. 100 OFFICES IN ADMINISTRATION BLDG. TO HELP SOUNDPROOF OFFICES. (PLANS: $1,200 CONSTRUCTION: $11,000 INSPECTION: $550)	CX	12,750	12,750
I	3	LOG CABIN RANCH	CONNECT PROGRAM BELL FROM NEW KITCHEN TO FARM.	CX	950	
	3		PROVIDE MECHANICAL VENTILATION TO COMPRESSOR ROOM IN KITCHEN.	CX	1,600	
	4		REMODEL BATHROOMS IN 2 STAFFHOUSES.	RR-D	1,960	
	4		REMODEL KITCHENS IN 2 STAFFHOUSES	RR-D	1,960	
	4		CONSTRUCT CATCH BASINS ON 2 SIDES OF RECREATION HALL, RUN DRAIN LINE TO LAKE AND PROVIDE SIDEWALK.	CX	1,900	
	4		ALTERATIONS AT SEWAGE TREATMENT PLANT TO IMPROVE OPERATIONS (NEW SUMP AT DISCHARGE FROM SECONDARY CLARIFIER, EXTEND DRAIN LINE FROM COLLECTING SUMP FROM MILK BARN AND PROVIDE SLUDGE BASKET FOR THIS SUMP).	CX	1,960	
	7		MOVE WATER SOFTENER TO MILK BARN.	RR-C	500	
	8		INSTALL EXTERIOR LIGHTING TO ILLUMINATE PARADE AREA (LOCATED BETWEEN DORMITORY AND KITCHEN).	CX	1,260	
	8		REPLACE 2 FLOOR FURNACES IN 2 STAFF HOUSES WITH BLOWER TYPE FURNACES.	RR-D	1,960	
	10		REPLACE OVERHEAD WIRING TO WATER PUMP AT MENDIGO CREEK WITH WIRE RUN IN UNDERGROUND CONDUIT.	RRX	1,960	16,010
J	4		REPAVE ALL ROADS WITHIN THE GROUNDS - DEEPLY RUTTED AND PITTED. (PLANS: $2100 Construction: $22,900 INSPECTION: $2000	RR-B	27,000	27,000
K	7		SURFACE BASKETBALL COURT AREA (LOCATED ADJACENT TO WEST SIDE OF LAKE); AREA CANNOT BE USED DURING RAINY WEATHER DUE TO MUDDY CONDITION. (PLANS: $1,260 CONSTRUCTION: $14,040 INSPECTION: $1,200)	CX	16,500	16,500

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: C9 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 9 and 8 (—) Decrease: Force	Amount	(2) Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(3) BUDGET as Recommended by the Mayor: Number of Employees	Rate / Salary	Amount	(4) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
1													223	Replacement & Reconstruction Public Buildings	Priority															1
2																															2
3													223.231	DEPT. OF ELECTRICITY																	3
4	-				870					534	336	870		Specific Jobs Under $2000.			2420		1550			2420		See Detail	1,420			—		A	4
5																															5
6																															6
7													223.247	REAL ESTATE - AUDITORIUM																	7
8	-				-					-	-	-		Specific Jobs Under $2000.			3460		3460			3460		See Detail	1,960			—		B	8
9																															9
10														Real Estate - Auditorium Specific Jobs over $2000.																	10
11	3409				-	From Prior Year			20336	-	20336	20336		Corrective Safety Work Inside Auditorium Under Dome			-		-			-									11
12	7786				-	From Prior Year			210	-	210	210		Replace Light Fixtures Polk and Larkin Halls			-		-			-									12
13	73				-	From Prior Year			33579	-	33579	33579		Reconstruct Defective Plumbing throughout Building			-		-			-									13
14	490				-	From Prior Year			33112	-	33112	33112		Reconstruct Defective Steam Lines			-		-			-									14
15	90				-	From Prior Year			58912	-	58912	58912		Reconstruct Defective Water Lines			-		-			-									15
16	66				-	From Prior Year			67836	-	67836	67836		Reconstruct Heating and Ventilating Equipment			-		-			-									16
17	864				-	From Prior Year			3686	-	3686	3686		Replace Leaking Roof Drains			-		-			-									17
18	-				-	From Prior Year			6000	-	6000	6000		Install Metal Nosings on Exterior Stairs			-		-			-									18
19																															19
20	12778				-				223671	-	223671	223671		Real Estate TOTAL - AUDITORIUM			3460		3460			3460			1,960						20
21																															21
22																															22
23																															23
24																															24
25													223.312	Purchaser of Supplies Shops & Warehouse																	25
26	-				1960					475	1485	1960		Install Electrical Outlets Consolidated Shops			-		-1960			-									26
27																															27
28																															28
29																															29
30																															30
31																															31
32																															32
33																															33
34																															34
35																															35

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. C9

EXPLANATION SHEET

896

DEPARTMENT OF PUBLIC WORKS-BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
A	1	DEPARTMENT OF ELECTRICITY (YARDS & STATION) SHOP-1745 CALIFORNIA ST.	PROVIDE HEATING SYSTEM IN WORKING AREA.	C-15	1,700	
	2	CENTRAL RADIO CONTROL STATION	INSTALL DIRT DEFLECTOR OVER MAIN VENTILATOR AIR INTAKE GRATING.	C.16	720	2,420
B	1	REAL ESTATE DEPARTMENT (CIVIC AUDITORIUM & BROOKS HALL) BROOKS HALL	INSTALL SAFETY PLATFORMS IN MACHINERY ROOM TO PROVIDE ACCESSIBILITY TO CONTROL VALVES FOR OPERATING AND MAINTENANCE PURPOSES.	C.18	,500	
	1	BROOKS HALL	WEATHERPROOF OPENINGS ABOVE SLIDING DOORS AT BOTTOM OF FULTON ST. RAMP TO ELIMINATE EXCESSIVE DRAFTS IN BUILDING.	C.X	1,960	3,460

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

B97

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,417 — Sheet Number: C10 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 8 and 9 (—) Decrease: Force	Amount	Recommended by Office Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate Index	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
1													223	Replacement & Reconstruction Public Buildings	Priority															
2																															
3													223.417 .01	Public Works Maintenance Yard																	
4	-				-					-	-	-		Specific Jobs Under $2000.			3920		3920				3920			1.960					A
5																															
6																															
7													223.417. .02	Public Works 150 Otis Street																	
8	-				10000					-	10000	10000		Replace Corroded Defective Metal Sash Windows		2	11000		1000			11000			11.000					B
9	-				-					-	-	-		Architectural Survey of Unused spaces of Building		3	2500		2500			2500			0					C
10	-				10000					-	10000	10000		Public Works TOTAL 150 Otis St.			13500		3500			13500			11.000					
11	-				1300					-	1300	1300		Transfer to Bureau of Architecture			-		-1300			-								
12	-				8700					-	8700	8700		Public Works NET 150 Otis St.			13500		4800			13500			11.000					
13																															
14																															
15													223.417. .03	Public Works Traffic Engineering																	
16	644				-					-	-	-		460 Mc Allister St. Install Hot Water System			-		-			-									
17																															
18																															
19													223.425	Public Works Sewage Pumping Stations																	
20	1035				-					-	-	-		Specific Jobs Under $2000.			3260		3260			3260			0					I
21																															
22																															
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BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. C10 EXPLANATION SHEET 898

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
A	2	PUBLIC WORKS (MISCELLANEOUS) MAINTENANCE YARD (2323 ARMY ST.)	REPLACE BADLY CORRODED SECTIONS OF WATER PIPING IN GROUNDS OF YARD.	RRZ	1,960	
	2		INSTALL HEATING SYSTEM IN PAINT BOOTHS OF PAINT SHOP; REQUIRED TO EXPEDITE DRYING OF PAINTED MATERIALS AND EQUIPMENT.	C61	1,960	3,920
B	2	150 OTIS STREET	REPLACE BADLY CORRODED AND DEFECTIVE METAL SASH WINDOWS ON 8TH FLOOR. (PLANS: $1,000 CONSTRUCTION: $9,500 INSPECTION: $500)	RR1Z	11,000	11,000
C	3		ARCHITECTURAL SURVEY OF REMAINING UNUSED SPACES OF BUILDING, AND POSSIBLE REARRANGEMENT OF EXISTING OCCUPIED SPACES TO OBTAIN MAXIMUM UTILIZATION OF BUILDING.	C27	2,500	2,500
D	1	SEWAGE PUMPING PLANTS MARINA	REPLACE BADLY CORRODED PIPING FOR HYDRAULIC CONTROL SYSTEM TO BASIN REGULATING AND MAIN INFLUENT VALVES.	RR1Z	1,960	
	3	YOSEMITE	ALTERATIONS TO SUMP EJECTOR PIPING TO FACILITATE CLEANING OF PLUGGED LINES.	RRZ	500	
	3		ALTERATIONS TO SUMP ROOM TO EXPEDITE SUMP CLEANING OPERATIONS (ACCESS DOOR AND WORK PLATFORM).	RRZ	800	3,260

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.01 — Sheets: C11 to C15 — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Number of Employees	Salary Ord. Sec. No. Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requested With 1960-1961 Budget Cols. 3 and 8 (+) Increase (-) Decrease Rate	Comparison of Requested With 1960-1961 Budget Cols. 3 and 8 (+) Increase (-) Decrease Amount	(1) Recommended by Office, Board Commission or Department Number of Employees	(1) Recommended by Office, Board Commission or Department Rate C.	(1) Recommended by Office, Board Commission or Department Amount A. O.	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate/ITY/ANC	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Reference Index	Line Number
														REPLACEMENT & RECONSTRUCTION PUBLIC BUILDINGS Priority																1
														PUBLIC WORKS																2
														SEWAGE TREATMENT PLANTS																3
														North Point S.T.Plant																4
	1716				880					20	560	580		Specific Jobs Under $2000. North Point Plant			2710		3150									A	5
														Specific Jobs Over $2000.																6
	-				-					-	-	-		Repair Exterior Doors			5600		5600									B	7
																													8
																													9
														RICHMOND-SUNSET S.T. PLANT																10
	1106				900					-	900	900		Specific Jobs Under $2000.			4910		4910									C	11
																													12
														Richmond Sunset S.T. Plant Specific Jobs Over $2000.																13
	1025				-	From Prior Year			1225	943	508	1451		Replace Corroded Metal Duct Work-Sludge Control Bldg.			-		-										14
	7718				-	From Prior Year			454	-	-	-		Replace Metal Sash Windows & Skylights			-		-										15
	-				-	From Prior Year			2522	-	2522	2522		Reconstruct Areas Damaged by Explosion			-		-										16
																													17
														SOUTHEAST S. T. PLANT																18
	-				2700					1986	714	2700		Specific Jobs Under $2000.			5120		5120									D	19
																													20
														Southeast S. T. Plant Specific Jobs over $2000.																21
	485				-									Reconstruction & Repair of Sludge Dryer No.			-		-										22
	2916				-	From Prior Year			34664	-	34664	34664		Reconstruct No.1Sludge Dryer			-		-										23
	27904				-	From Prior Year			5697	-	5697	5697		Reconstruct No. 2 Sludge Dryer			-		-										24
	-				-									Replace Plates Over Pipe Trenches - Various Bldgs.			19200		19200									E	25
																													26
	46890				9480				46562	2949	50865	53814		PUBLIC WORKS TOTAL Sewage Treatment Plants			42980		42980										27
	1412				-				-	-	-	-		Transferred to Bureau of Architecture			-		-										28
	45478				9480				46562	2949	50865	53814		PUBLIC WORKS TOT Sewage Treatment Plants			42980		42980										29
																													30
																													31
																													32
																													33
																													34
																													35

BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. C11 EXPLANATION SHEET 900

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		PRIORITY RATING	ESTIMATED COST	TOTAL
A	1	PUBLIC WORKS (MISCELLANEOUS) NORTH POINT SEWAGE TREATMENT PLANT	INSTALL A GAS HEATER IN THE MACHINE SHOP. NO SOURCE OF HEAT SUPPLIED TO THIS AREA AT THE PRESENT TIME.	C Z	700	
	7		CONSTRUCT ACCESS MANHOLE TO EFFLUENT FLUME IN THE POST-CHLORINATION BLDG. TO FACILITATE INSPECTION OF FLUME AND METERING EQUIPMENT LOCATED IN FLUME.	C Z	550	
	9		IMPROVE OUTDOOR YARD LIGHTING AT ADMINISTRATION AND SEDIMENTATION BLDGS.	C Z	1,900	3,150
B	9		ALTER 4 EXTERIOR DOORS IN ADMINISTRATION BLDG. AND 2 IN PRETREATMENT BLDG. TO CONFORM WITH FIRE CODE (DOORS SHOULD OPEN OUT INSTEAD OF IN). (PLANS: $650 CONSTRUCTION: $4700 INSPECTION: $250)	RRZ	5,600	5,600
C	5	RICHMOND-SUNSET SEWAGE TREATMENT PLANT	REMOVE UNUSED VALVE IN LINE TO SUNSET PUMPING PLANT.	RRZ	400	
	6		PROVIDE FRAME FOR PRETREATMENT BLDG. AIR BLOWERS SO THAT DISPOSABLE TYPE FILTERS MAY BE USED.	C Z	650	
	11		ALTERATIONS TO GARAGE TO PROVIDE COMPLETE PROTECTION TO STORED TRUCKS (TRUCKS ARE SO LONG GARAGE DOORS CANNOT BE CLOSED).	C Z	1,960	
	11		REPLACE GLASS BLOCKS IN SEDIMENTATION BLDG. WITH LOUVERS.	RRZ	1,900	4,910
D	1	SOUTHEAST SEWAGE TREATMENT PLANT	REPLACE VENTILATING DUCT FROM SLUDGE SUMP TO ATMOSPHERE IN SLUDGE CONTROL BUILDING - ORIGINAL DUCT FAILED DUE TO CORROSION AND HAS BEEN REMOVED.	RRZ	1,100	
	1		INSTALL WATER HEATERS TO LAVATORIES IN MACHINE SHOP, DIGESTER CONTROL AND FILTER BLDGS. FOR USE OF PERSONNEL IN CLEANING UP AFTER HANDLING MATERIAL CONTAMINATED BY SEWAGE.	C Z	900	
	1		REPLACE VENTILATING DUCTWORK IN RECEIVING AND THICKENING BLDG. FROM INLET TO MAIN VENTILATING DUCT AND REPLACE FAN HOUSE DOOR - DUCTWORK AND DOOR BADLY CORRODED.	RRZ	1,500	
	3		INSTALL PARTITION IN GARAGE TO PROVIDE SECURITY FOR STORED MATERIAL.	C Z	620	
	8		REMOVE BADLY DETERIORATED ASBESTOS VENTILATING DUCTS IN SEDIMENTATION BLDG.	RRZ	1,000	5,120
E	5		REPLACE CHECKERED PLATES WITH GRATINGS OVER PIPE TRENCHES IN RECEIVING AND THICKENING BLDG. AND FILTRATION BLDG. TO FACILITATE INSPECTION AND MAINTENANCE OF PIPING. (PLANS: $1420 CONSTRUCTION: $16,380 INSPECTION: $1400)	RRZ	19,200	19,200

CONTROLLER'S FORM No. 4130

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission PUBLIC WORKS — Bureau or Division BUILDING REPAIR — Appropriation Number 1.417 — Sheet Number 31a of 31b Sheets — Index Number 417

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests: With 1960-1961 Budget (as Specified) Increase Force	Amount	(2) Budget as Recommended by the Department: Number of Employees	Rate	Amount (Dollars Only)	(3) Budget as Recommended by the Mayor: Number of Employees	Rate	Amount	(4) Budget as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Notes	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		
1													223	REPLACEMENT & RECONSTRUCTION PUBLIC BUILDING.	Priority														1
2														PUBLIC HEALTH																2
3													223.513	Health Bldg. & Health Centers																3
4	-				3800	12-9-60	SJV # 1746		1999	1862	3937	5799		Specific Jobs Under $2000.			9290		2480		9290								A	4
5																														5
6														Health Bldg. & Health Centers Specific Jobs Over $2000.															6
7	2309				-					-	-	-		Install Center Handrail on Stairways			-		-											7
8	-				-					-	-	-		Install Acoustical Material on Ceiling - Various Rooms	7	0320	0320		0320									B	8
9	-				-					-	-	-		Replace Main Entrance Doors with Automatic Doors	8	2200	2200		2200									C	9
10	2309				3800				1999	1862	3937	5799		PUBLIC HEALTH TOTAL - Health Bldg. & Health Centers			42810		19010		42810									10
11	620			10%	2.1.60	SJV # 47		-104		-	-	-		Transferred to Bureau of Architecture			-		-100		-									11
12	1689				3696				2103	1862	3937	5799		PUBLIC HEALTH NET Health Bldg. & Health Centers			42810		19110		42810									12
13																														13
14														PUBLIC HEALTH																14
15	728				1440					996	444	1440	223.515	Adult Guidance Center Specific Jobs Under $2000.			6226		4780		6226								D	15
16																														16
17														Adult Guidance Center Specific Jobs Over $2000.																17
18	6911				-									Replace 20 Existing Undersize Radiators			-		-											18
19	-				-	From Prior Year			9600	-	9030	9030		Reconstruct Fire Escape at 150 Otis St.			-		-											19
20	7639				1440				9600	996	9474	10470		PUBLIC HEALTH TOTAL Adult Guidance Center			6226		4780		6226									20
21																														21
22																														22
23														PUBLIC HEALTH																23
24	2931				3660					-	3030	3660	223.551	EMERGENCY HOSPITALS Specific Jobs Under $2000.			4040		170		4040								E	24
25																														25
26														Emergency Hospitals Specific Jobs Over $2000.																26
27	-				-									Interior - Modernization, Painting Floor, Lower Floor			4950		4950										F	27
28	2931				3660					-	3030	3660		PUBLIC HEALTH TOTAL Emergency Hospitals			8990		5120		8990									28
29	-				218	7.1.60	SJV # 47		-218	-	-	-		Transferred to Bureau of Architecture			-		-218		-									29
30	931				3442				218	-	3030	3660		PUBLIC HEALTH T.O.T. - Emergency Hospitals			8990		4902		8990									30
31																														31
32																														32
33																														33
34																														34
35																														35

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		PROJECT RATING	ESTIMATED COST	TOTAL
A	1	PUBLIC HEALTH DEPARTMENT HEALTH CENTER BUILDING (101 GROVE ST.)	IMPROVE LIGHTING IN ROOMS 106 AND 207.	RA14	1,330	
	1		IMPROVE LIGHTING IN ROOMS 210 and 212.	RA14	1,860	
	1		IMPROVE LIGHTING IN ROOMS 214, 216, 218 AND OFFICES WITHIN ROOMS 210-212 AND 217.	RA14	1,430	
	3		ALTERATIONS IN ROOM 122 TO OBTAIN MORE EFFICIENT UTILIZATION OF AREA.	CX	1,960	
	3		CONTINUE WALL PARTITION IN ROOM 117 REST OF WAY TO CEILING TO PROVIDE ADEQUATE PRIVACY FOR PATIENTS BEING INTERVIEWED.	CX	900	
	3		INSTALL PARTITION ABOVE COUNTER OF ROOM 105 TO PROVIDE MORE EFFICIENT AND ORDERLY METHOD OF SERVING PUBLIC.	CX	1,380	
	3		ALTERATIONS TO ROOM 220 TO PROVIDE MORE EFFICIENT UTILIZATION OF SPACE.	CX	1,960	
	3		PARTITIONING IN ROOM 324 TO PROVIDE PRIVATE SPACE FOR 1 OFFICE.	CX	1,960	
	3		INSTALL ACOUSTICAL MATERIAL ON CEILING OF ROOM 410. ROOM USED FOR INTERVIEWS AND STREET NOISES ARE QUITE DISTURBING.	CX	630	
	3		INSTALL SHELVING IN BASEMENT FOR USE BY BUREAU OF HEALTH EDUCATION - BADLY NEEDED FOR REQUIRED STORAGE.	CX	1,600	
	5		PARTITION ROOM 214 INTO 3 OFFICES TO OBTAIN MORE EFFICIENT UTILIZATION OF AREA.	CX	1,960	
	5		IMPROVE VENTILATION IN ROOM 422.	CX	1,960	
	5		IMPROVE LIGHTING IN ROOM 217.	RA14	1,960	
	7		INSTALL ACOUSTICAL MATERIAL ON WALLS AND CEILINGS OF TREATMENT ROOM "A" OF ROOM 117 TO CONFINE NOISE OF CRYING CHILDREN WITHIN THIS ROOM.	CX	450	
	7		PROVIDE CENTRALIZED STORAGE AREA FOR ALL NURSING SUPPLIES.	CX	1,700	
	3	ALEMANY HEALTH CENTER	PARTITIONING AND ALTERATIONS IN ROOMS 11 AND 12 TO SEPARATE OFFICE AREAS FROM MAIN WAITING ROOM.	CX	1,650	
	5		INSTALL VENTILATING FANS IN CEILINGS OF 2 TOILET ROOMS.	CX	1,100	
	7		INSTALL ACOUSTICAL MATERIAL ON WALLS AND CEILINGS OF ROOMS 2-3-3A-7-11 & 12.	CX	1,200	
	2	SUNSET HEALTH CENTER	ERECT FENCING AROUND PROPERTY TO ELIMINATE FREQUENT VANDALISM.	CX	1,200	
	7		INSTALL ACOUSTICAL MATERIAL ON WALLS AND CEILINGS OF DOCTOR'S EXAMINATION ROOM AND CONFERENCE ROOM (ROOM NO. 11).	CX	1,100	29,290
B	7	HEALTH CENTER BLDG. (101 GROVE ST.)	INSTALL ACOUSTICAL MATERIAL ON CEILINGS OF ROOMS 207, 210, 214, 216, 217 AND 218. (PLANS: $600 CONSTRUCTION: $5420 INSPECTION: $300)	CX	6,320	6,320
C	8		REPLACE MAIN ENTRANCE DOORS WITH MODERN FULLY AUTOMATIC OPENING DOORS. (PLANS: $650 CONSTRUCTION: $6300 INSPECTION: $250)	CX	7,200	7,200
D	1	ADULT GUIDANCE CENTER (150 OTIS ST.)	INSTALL ADEQUATE LIGHTING IN THE FOLLOWING CLINIC OFFICES: ROOMS NO. 4-6-7-8-10-11-12-13-14-15-16-17 AND 18.	RA14	1,960	
	3		INSTALL SHELVING IN ROOM 7.	CX	300	
	3		CONSTRUCT REGISTRATION COUNTER IN SOUTH WALL OF FRONT OFFICE - REQUIRED TO PROVIDE BETTER SERVICE TO CLINIC PATIENTS.	CX	400	
	4		INSTALL ACOUSTICAL MATERIAL ON CEILINGS OF 10 CLINIC OFFICES.	CX	1,960	
	7		REPLACE LINOLEUM IN THE FOLLOWING CLINIC OFFICES: 1-3-4-7-8 AND 10 THRU 17.	RA10	1,200	
			INSTALL LAVATORIES IN TREATMENT ROOMS NO. 1 AND NO. 3.	CX	400	6,220

(CONTINUED)

BUDGET ESTIMATE INDEX NO.417 OPPOSITE SHEET NO. C12 EXPLANATION SHEET 904

ITEM	PRIORITY	LOCATION		[illegible]	ESTIMATED COST	TOTAL
E	8	ALEMANY EMERGENCY HOSPITAL	REMODEL HALLWAY TO PROVIDE A SMALL DINING ROOM FOR USE OF STAFF.	C-X	1,400	
	3	CENTRAL EMERGENCY HOSPITAL	INSTALL ACOUSTICAL MATERIAL ON WALLS AND CEILINGS OF BOOKING STEWARD'S OFFICE.	C-X	730	
	7		INSTALL ACOUSTICAL MATERIAL ON CEILING OF HALLWAY ADJACENT TO BOOKING STEWARD'S OFFICE.	C-X	1,000	
	12	PARK EMERGENCY HOSPITAL	REPLACE GARAGE DOORS.	A&X	900	4,030
F	8	HARBOR EMERGENCY HOSPITAL	MODERNIZE KITCHEN, DINING ROOM AND LOCKER ROOM FACILITIES. (PLANS: $700 CONSTRUCTION: $4000 INSPECTION: $250)	E-X	4,950	4,950

CONTROLLER'S FORM No. 4210

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1,417 — Sheet Number: C13 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Salary Ord. Sec. No. Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1													223	REPLACEMENT & RECONSTRUCTION PUBLIC BUILDINGS	Priority													
2																												
3													223.55	PUBLIC HEALTH Hassler Health Home														
4	-				1960					-	1960	1960		Specific Jobs Under $2000.			4420		2460			4420		$63 per mo. 174 hrs/mo	4,420			A
5																												
6														Hassler Health Home Specific Jobs Over $2000.														
7	-				4250					2253	1997	4250		Construct 2 Ramps for Use as Emergency Exits			-		4250			-						
8	-				6210					2253	3957	6210		Public Health TOTAL -Hassler Health Home			4420		-1790			4420			4,420			
9	-				750	10.11.60 TWE#521			-76	-	674	674		Transferred to Bureau of Architecture			-		-750			-						
10	-				5460				76	2253	3283	5536		Public Health NET -Hassler Health Home			4420		-1040			4420			4,420			
11																												
12																												
13																												
14														Public Health														
15	-				-					-	-	-	223.557	San Francisco Hospital Replace Clear Glass Panes in Windows of Psychiatric Ward with Wire Glass		1	6450		6450			6450		A/	6,450			B
16																												
17																												
18																												
19																												
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BUDGET ESTIMATE INDEX NO. 417 OPPOSITE SHEET NO. 013 EXPLANATION SHEET 905

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		ESTIMATED COST	TOTAL
a	1	PUBLIC HEALTH DEPARTMENT HASSLER HEALTH HOME	INSTALL BATHTUB IN DIRECTOR OF NURSE'S COTTAGE.	500	
	2		REPLACE WATERPROOFING ON DECKS OF WARD PORCHES.	1,960	
	4		REPLACE WORN LINOLEUM IN MAIN DINING ROOM AREAS.	1,960	4,420
b	1	SAN FRANCISCO HOSPITAL	REPLACE CLEAR GLASS PANES IN EXTERIOR WINDOWS OF PSYCHIATRIC WARD WITH PANES OF WIRE GLASS. REQUIRED TO ELIMINATE DISTURBED PATIENTS INJURING THEMSELVES BY SHOVING THEIR HANDS THROUGH THE PANES AND CUTTING THEIR ARMS. (PLANS: $600 CONSTRUCTION: $5500 INSPECTION: $350)	6,450	6,450

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

906

Dept. Unit, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number C14 of C15 Sheets — Index Number 417

Line Number	FISCAL YEAR 1960-1961: Actual Expenditures 1959-1960 (Dollars Only)	BUDGET: Salary Ord. Sec. No. Item No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable Last 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease: Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Recommended by Office, Board, Commission or Department: Rate	Recommended by Office, Board, Commission or Department: Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount	Reference Note
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													223	REPLACEMENT & RECONSTRUCTION PUBLIC BUILDINGS	Priority														
2																													
3													223.631	PUBLIC LIBRARY															
4	10075				13060					5140	7920	13060		Specific Jobs Under $2000.			5950		-7110			5950			3,000				A
5																													
6														Public Library Specific Jobs Over $2000.															
7														MAIN LIBRARY															
8	4082				-	From	Prior	Year	968	-	330	330		Replace Incandescent Light Fixtures in Periodical Rm with Fluorescent Fixtures			-		-			-							
9																													
10	3[illegible]				-	From	Prior	Year	1075	-	263	263		Replace Incandescent Light Fixtures in Children's Rm with Fluorescent Fixtures			-		-			-							
11																													
12	13030				-	From	Prior	Year	2160	-	1055	1055		Improve Inadequate Lighting in circulation Dept.			-		-			-							
13	-				-									Install Steam Radiators on Various Floor Levels		5	9000		9000			9000		CX	0				B
14	-				-									Improve Lighting in Main Stack Area		7	29000		29000			29000		RM+C	0				C
15																													
16														GOLDEN GATE VALLEY BRANCH															
17	4393				-	From	Prior	Year	2221	-	564	564		Replace Heating System Boiler			-		-			-							
18	-				6280									Improve Lighting in Main Reading Room			-		-6280			-							
19																													
20														PRESIDIO BRANCH															
21	620				-	From	Prior	Year	7430	-	7430	7430		Replace Incandescent Light Fixtures in Main & Children's Reading Rms. w/fluorescent Fixtures			-		-			-							
22																													
23	5501				-	From	Prior	Year	3799	678	691	1369		Replace Heating System Boiler			-		-			-							
24	-				-									Relocate Desk in Main Reading Room		3	3400		3400			3400		CX	0				D
25																													
26														ORTEGA BRANCH															
27	-				-					-	-			Surface part of planted Area and Raise Curbs		7	4350		4350			4350		CX	0				E
28																													
29														SUNSET BRANCH															
30	753				-	From	Prior	Year	8197	6574	803	7377		Replace Incandescent Light Fixtures in Main & Children's Reading Room with Fluorescent Fixtures			-		-			-							
31																													
32																													
33																													
34																													
35																													

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING REPAIRS

REPLACEMENT AND RECONSTRUCTION OF PUBLIC BUILDINGS

1961-62 BUDGET

ITEM	PRIORITY	LOCATION		Priority Rating	ESTIMATED COST	TOTAL
A	1	PUBLIC LIBRARIES MAIN LIBRARY	IMPROVE LIGHTING IN 2ND FLOOR AREAS ADJACENT TO MAIN STAIRWAY	RR1A	1,100	
	4		REPLACE 1" WATER LINE IN FRONT OF BUILDING (TEMPORARILY INSTALLED ABOVE GROUND - SHOULD BE REPLACED BELOW GROUND.)	RR1D	800	
	4		IMPROVE LIGHTING IN SOUTH HALLWAYS OF 1ST & 3RD FLOORS.	RR1D	1,900	
	4	BERNAL BRANCH	PAVE AND FENCE IN AREA ON WEST SIDE OF BUILDING TO ELIMINATE CONTINUAL FILTH NUISANCE.	CX	900	
	8	ORTEGA BRANCH	REPLACE DISCOLORED PLASTIC LENSES OF FLUORESCENT FIXTURES.	RR4D	500	
	10	GOLDEN GATE BRANCH	REPLACE METAL ENTRANCE DOORS.	RRX	750	5,950
B	5	MAIN LIBRARY	INSTALL STEAM RADIATORS ON 5TH, 6TH & 7TH FLOORS OF MAIN STACK AREA. (PLANS: $800 CONSTRUCTION: $7600 INSPECTION: $600)		9,000	9,000
C	7		IMPROVE LIGHTING IN MAIN STACK AREA. (PLANS: $2200 CONSTRUCTION: $25,700 INSPECTION: $1100)		29,000	29,000
D	3	PRESIDIO BRANCH	RELOCATE DESK IN MAIN READING ROOM TO PROVIDE MORE EFFICIENT UTILIZATION OF AREA. (PLANS: $550 CONSTRUCTION: $2600 INSPECTION: $250)		3,400	3,400
E	7	ORTEGA BRANCH	SURFACE PART OF PLANTED AREA AND RAISE CURBS TO ELIMINATE CHILDREN RIDING BICYCLES THROUGH AREA - DIFFICULT TO MAINTAIN PLANS:$650 CONSTRUCTION: $3400 INSPECTION: $300		4,350	4,350
F	3	RICHMOND BRANCH	RELOCATE DESK IN MAIN READING ROOM TO PROVIDE MORE EFFICIENT UTILIZATION OF AREA. (PLANS: $400 CONSTRUCTION: $2200 INSPECTION: $250)		2,850	2,850

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

908

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: BUILDING REPAIR — Appropriation Number: 1.417 — Sheet Number: C15 of C15 Sheets — Index Number: 417

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable Last 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1													223	REPLACEMENT & RECONSTRUCTION PUBLIC BUILDINGS	Priority														
2																													
3													223.631	PUBLIC LIBRARY (continued)															
4														RICHMOND BRANCH															
5	918				-	From Prior Year		1082		-	8754	8754		Replace Incandescent Light Fixtures in Main & Children's reading Rooms w/Fluorescent fixtures			-		-			-							
6																													
7	-				-					-	-	-		Relocate Desk In Main Reading Room		3	2850		2850			2850		C X	0				R
8																													
9	42163				19340				36186	12392	27810	40202		TOTAL PUBLIC LIBRARY			54550		35210			54550			3,800				
10	-				711	7.1.60 JV # 47 10.11.60 TMK 512			-711 250	-	250	250		Transferred to Bureau of Architecture			-		-711			-							
11	42163				18629				36647	12392	27560	39952		NET - PUBLIC LIBRARY			54550		35921			54550			3,800				
12																													
13																													
14																													
15																													
16																													
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EXPLANATION SHEET

419

INDEX NO. 42 D.P.W. CENTRAL PERMIT BUREAU

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	12,624	13,126	16,554	24,066	25,654	28,714	31,571	35,304	39,236	41,048	43,627	39,243	42,826	46,253	49,711	50,496	53,188
Number of Employments	(5)	(5)	(5)	(8)	(8)	(9)	(10)	(11)	(11)	(11)	(10)	(10)	(10)	(10)	(10)	(10)	(10)
Temporary Salaries	-	-	-	-	-	573	-	-	-	-	-	-		-	-	-	-
Maintenance of Auto. Equipment	-	-	-	255	-	23	27	5	79	45	62	68		-	-	-	-
Other Contractual Services	202	202	227	-	234	121	135	233	-	-	-	-		-	-	-	-
Gasoline & Oil	-	-	-	-	45	44	36	44	75	94	90	105		-	-	-	-
Other Materials & Supplies	-	-	-	-	99	-	3	87	20	22	-	-		-	-	-	-
Equipment	-	-	295	136	1,882	327	288	722	505	-	181	231	167	304	64	294	-
Services of Other Departments	-	8	-	-	-	45	26	36	-	19	-	-		-	-	-	-
TOTAL	12,826	13,336	17,076	24,457	27,914	29,847	32,080	36,431	39,915	41,228	43,960	39,647	42,993	46,557	49,775	50,790	53,188

CONTROLLER'S FORM No. 4310

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 910
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: CENTRAL PERMIT — Appropriation Number: 1,41) — Sheet Number 1 of 2 Sheets — Index Number 419

Line No.	Active Expenditures 9 Mo. 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Hours (No.)	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual 9 Months (Dollars Only)	Probable Last 3 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-61 Budget Col. 3 or 4 (+) Increase (-) Decrease Force	Amount	(2) Recommended by Office Board ment as on or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
																				C	A.	D.						
1																											
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3																											
4																											
5																											
6																											
7																											
8																											
9																											
10																											
11	(10) 53188	10	57016			-324				28102	28590	56692		RECAPITULATION													
12	-		405							354	-	354	110	PERSONNEL SERVICES-PERMANENT	12		66008	2	8992	12		66008	11		63,956		
13	(10) 53188	10	57421			-324				28456	28590	57046	400	EQUIPMENT			1190		785			1190			935		
14														GROSS REQUEST	12		67198	2	9777	12		67198	11		64,891		
15	-		405							354	-	354		TRANSFER TO PURCHASER													
16	-		405							354	-	354	400	EQUIPMENT			1190		785			1190			935		
17	(10) 53188	10	57016			-324				28102	28590	56692		TOTAL TRANSFERS			1190		785			1190			935		
18														NET REQUEST	12		66008	2	8992	12		66008	11		63,956		
19																											
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CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

911

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: CENTRAL PERMIT — Appropriation Number: 1.419 — Sheet Number 2 of 2 Sheets — Index Number 419

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Grd. Sec. No. 47 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 ( ) Decrease Force	Amount	(2) Recommended By Office Board Commission or Department Number of Employees C	Rate A	Amount (Dollars Only) O	(3) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(4) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference refer	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	IV	V	22	23	24	25	26	27	28	29	
1	NO. OF EMPLOYEES 1959-60					TO COMPENSATION RESERVE			-324				110.000	PERSONNEL SERVICES-PERMANENT																1
2	1	1	1	660 802	9624								8 92	Supervisor - Central Permit Bureau	1	660 802	9624	-	-	1	660 802	9624	1	676 821	9,852					2
3	1	1.1	1	385 469	5276								8 103	Cashier "C"	1	385 469	5540	-	264	1	385 469	5540	1	395 481	5,680				A	3
4	-	-	-	-	-								8 103	Cashier "C"- NEW	1	385 469	4740	1	4740	1	385 469	4,740	1	395 481	4,860				B	4
5	2	3	2	425 518	12432								8 228	Senior Clerk	2	425 518	12432	-	-	2	425 518	12432	2	436 530	12,720					5
6	1	3.1	1	350 425	5100								8 408	General Clerk-Stenographer	1	350 425	5100	-	-	1	350 425	5100	1	367 447	5,364					6
7	5	4	5	341 415	24584								8 512	General Clerk-Typist	5	341 415	24178	-	-206	5	341 415	24378	5	358 436	25,480				C	7
8	-	-	-	-	-								8 512	General Clerk-Typist - NEW	1	341 415	4194	1	4194	1	341 415	4194	0		0				D	8
9																														9
10	(10) 53188		10		57016				-324	28102	28590	56692		TOTAL PERMANENT SALARIES	12		66008	2	8922	12		66008	11		61,456					10
11																														11
12																														12
13					405					354	-	354	400	EQUIPMENT 1961-62			-		405			-								13
14														NEW																14
15													402	1 - 8 Drawer Card File			200		200			200			200					15
16													402	1 - Kardex Cabinet			305		305			305			305				F	16
17													402	2 - Typewriter Desks			320		320			320			125				G	17
18													402	2 - Posture Chairs			120		120			120			60				H	18
19													402	1 - Legal Size Filing Cabinet			130		130			130			130				I	19
20														TOTAL NEW			1075		1075			1075			820					20
21																														21
22														REPLACEMENT																22
23													402	1 - Steel Table			115		115			115			115				J	23
24														TOTAL REPLACEMENTS			115		115			115			115					24
25																														25
26	-			405						354	-	354		GROSS TOTAL EQUIPMENT			1190		785			1190			935					26
27	-			405						354	-	354		TRANSFER TO PURCHASER			1190		785			1190			935					27
28	-			-						-	-	-		NET TOTAL - EQUIPMENT			-		-			-									28
29																														29
30																														30
31																														31
32																														32
33																														33
34																														34
35																														35

A - ANNUAL SALARY INCREMENT

B - CASHIER "C"

THIS POSITION OF CASHIER "C" IS REQUESTED FOR TWO REASONS

(1) THE AMOUNT OF MONEY COLLECTED IN THIS BUREAU HAS INCREASED FROM $504,809 IN FISCAL YEAR 1953-1954 TO $1,185,911 IN THE LAST FISCAL YEAR, AN INCREASE OF OVER 100%. THE FOLLOWING TABLE ILLUSTRATES THIS STEADY INCREASE.

YEAR	REVENUE
1953-1954	$ 504,809
1954-1955	705,514
1955-1956	732,514
1956-1957	739,799
1957-1958	880,157
1958-1959	1,146,998
1959-1960	1,185,911

(2) ON JULY 1, 1958 THE FUNCTION OF ISSUING PLUMBING PERMITS WAS TRANSFERRED FROM THE DEPARTMENT OF PUBLIC HEALTH TO THIS BUREAU WITHOUT OUR RECEIVING ANY ADDITIONAL EMPLOYMENTS. IN THE FISCAL YEAR 1959-1960 THERE WERE 16,972 PLUMBING PERMITS ISSUED. THE FEES FROM THESE PERMITS AMOUNTED TO $59,874. THE HANDLING OF THESE PERMITS REQUIRES THE FULL TIME OF ONE EMPLOYEE.

C - NEW EMPLOYEE AT LOWER RATE

D - GENERAL CLERK-TYPIST

IN THE FISCAL YEAR 1953-1954, THIS BUREAU HAD ELEVEN (11) EMPLOYEES. IT IS NOW OPERATING WITH TEN (10). IN 1953-1954 WE PROCESSED AND ISSUED 25,763 PERMITS. IN THE LAST FISCAL YEAR THE NUMBER OF PERMITS PROCESSED AND ISSUED WAS 74,785, AN INCREASE OF ALMOST 200%. THIS INCREASE IN WORKLOAD OF ABOUT 200% HAS BEEN HANDLED UP TO NOW WITH 1 LESS EMPLOYEE THAN IN 1953-54. THE FOLLOWING TABLE WILL ILLUSTRATE THE EXTENT OF THIS INCREASE

YEAR	PERMITS ISSUED	REVENUE COLLECTED
1953-1954	25,763	$ 504,809
1954-1955	46,269	705,514
1955-1956	51,864	732,514
1956-1957	50,959	739,799
1957-1958	52,391	880,157
1958-1959	62,196	1,146,998
1959-1960	74,785	1,185,911

IN ADDITION, BECAUSE OF THE URBAN RENEWAL PROJECT, WE ARE COMPELLED TO SPEND HUNDREDS OF MAN HOURS PER YEAR SEARCHING OLD RECORDS TO ESTABLISH THE LEGAL STATUS OF BUILDINGS. WE HAVE ONLY BEEN ABLE TO FUNCTION AT ALL BY CUTTING OUR DETAIL WORK TO THE BONE. MANY DETAILS, DESIRABLE, BUT NOT ABSOLUTELY ESSENTIAL, HAVE BEEN, OF NECESSITY, ELIMINATED. BUT OUR EFFICIENCY AND SERVICE TO THE PUBLIC HAS DECLINED TO THE POINT WHERE WE MUST HAVE MORE HELP. WITH OUR PRESENT FORCE IT IS IMPOSSIBLE TO GIVE THE PUBLIC THE SERVICE IT HAS A RIGHT TO EXPECT. THE MONEY FOR THE SALARY OF THIS ADDITIONAL EMPLOYEE WILL BE OBTAINED FROM THE REVENUE COLLECTED FROM PERMIT FEES.

E - ONE 6-DRAWER CARD FILE (NEW)

THIS FILE IS FOR 4" x 6" CARDS, WHICH ARE A PART OF OUR KARDEX SYSTEM, AND WILL BE USED IN HANDLING BUILDING PERMIT APPLICATIONS. OUR PRESENT FILES WILL BE FILLED TO CAPACITY BEFORE THE END OF THE NEXT FISCAL YEAR. $200

F - 1 KARDEX CABINET 4" x 6" CARDS
THIS CABINET IS IN ADDITION TO OUR PRESENT KARDEX SYSTEM, AND IS NECESSARY BECAUSE OF THE TREMENDOUS INCREASE IN OUR BUSINESS. WE NOW HAVE THREE SIMILAR CABINETS WHICH ARE FILLED TO CAPACITY. $305

G - 2 TYPEWRITER DESKS (NEW) - $320
THESE DESKS ARE NEEDED FOR TWO ADDITIONAL EMPLOYMENTS - CASHIER "C"
GENERAL CLERK-TYPIST

H - 2 POSTURE CHAIRS (NEW) - $130
THESE CHAIRS ARE NEEDED FOR TWO ADDITIONAL EMPLOYMENTS - CASHIER "C"
GENERAL CLERK-TYPIST

I - 1 LEGAL SIZE 5-DRAWER FILING CABINET (NEW) - $190
THIS CABINET IS NEEDED FOR FILING PLUMBING PERMITS. THESE PERMITS WERE RECENTLY PLACED UNDER THE JURISDICTION OF THIS BUREAU AND WE HAVE NO SUITABLE FILES FOR THEM.

J - TABLE (STEEL) TO HOLD 4 KARDEX FILES (REPLACEMENT) - $115
OUR PRESENT TABLE WILL ONLY HOLD 3 KARDEX CASES. IT IS ABOUT 30 YEARS OLD AND HAS NO SALVAGE VALUE.

EQUIPMENT 1960-61

O.E.		ITEM	BUDGET ALLOWANCE	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES FOR YEAR
		NEW			
402	1	EIGHT DRAWER CARD FILE	$ 200.00	$ 188.00	$ 188.00
		TOTAL, NEW	$ 200.00	$ 188.00	$ 188.00
		REPLACEMENTS			
402	1	POSTURE CHAIR	$ 55.00	$ 34.00	$ 34.00
	1	TYPEWRITER DESK	150.00	132.00	132.00
		TOTAL, REPLACEMENTS	$ 205.00	$ 166.00	$ 166.00
		TOTAL EQUIPMENT 1960-61	$ 405.00	$ 354.00	$ 354.00

INDEX NO. 421 DPW BUREAU OF ENGINEERING

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	282,197	324,557	337,497	354,805	361,334	369,723	396,677	426,025	453,781	469,431
Number of Employments	(59)	(60)	(60)	(60)	(60)	(60)	(60)	(60)	(60)	(60)
Number of Employments (Interdepartmental)	(215)	(210)	(178)	(176)	(166)	(168)	(174)	(200)	(189)	(191)
Allowance for Overtime	199	-	-	-	-	-	-	-	-	-
Holiday Pay	-	-	-	-	-	-	-	-	-	-
Military Leave	-	-	-	-	-	-	-	-	-	-
Maintenance & Repair of Auto Equipment	3,307	2,835	2,645	2,557	2,407	2,589	-	-	-	-
Heat, Light & Power	36	40	40	40	45	50	45	48	54	51
Blueprints & Maps	1,830	1,678	1,618	466	1,618	1,951	2,809	2,638	1,945	2,449
Other Contractual Services	3,040	3,379	2,688	3,879	4,958	3,040	5,557	5,148	5,486	18,882
Contractual Services - Parking Meters	21,372	23,247	16,586	13,777	10,370	9,538	5,612	7,872	3,640	4,775
Fuels, Illuminants & Lubricants	1,271	1,396	1,570	1,366	1,376	1,507	1,536	1,981	1,844	1,968
Stationery & Office Supplies	2,443	1,274	1,300	1,001	1,280	1,654	1,093	1,656	1,233	1,074
Other Materials & Supplies	1,812	2,185	1,856	1,312	1,999	1,407	1,895	1,289	1,193	1,517
Materials & Supplies - Parking Meters	1,000	616	511	-	-	-	359	-	-	-
Equipment	4,394	3,036	184	473	2,372	5,711	10,309	10,490	2,613	4,964
Equipment - Parking Meters	3,439	-	-	-	-	-	-	-	-	6,218
Special Inspection - Allocated to Appln.	16,300	10,210	9,492	5,253	8,571	10,102	10,690	12,340	26,609	22,087
Misc. Sewer Extens. and Sewers In Front of City Property	64,779	-	-	-	-	-	-	-	-	-
Gunniting Old Brick Sewers	-	-	1,627	11,050	-	-	-	-	-	-
Storm and Sanitary Sewers	-	154,971	8,492	37,534	73,943	-	-	-	-	-
Disposal Plants - Additions & Betterments	768	-	-	-	-	-	-	-	-	-
Storm & Sanitary Sewers - Studies & Plans	1,998	2,750	4,834	10,343	453	-	-	-	-	-
Disposal Plants - Studies & Plans	1,810	3,390	2,474	2,504	-	-	-	-	-	-
Street Signs	4,443	-	-	-	-	-	-	-	-	-
Islais Creek Bridge - New	277,816	-	-	-	-	-	-	-	-	-
Lake Merced - Bridal Path	-	-	1,446	-	-	-	-	-	-	-
Street Improvements	211,642	-	-	-	-	-	-	-	-	-
Fixed Charges	43	36	36	36	51	51	36	60	60	65
Fixed Charges - Parking Meter	7,185	2,050	741	1,562	562	228	158	-	-	-
Total	913,114	537,650	395,637	447,958	468,141	407,688	436,776	469,547	498,458	533,481

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

915

Department, Board or Commission PUBLIC WORKS — Bureau or Division ENGINEERING — Appropriation Number 1.421 — Sheet Number 1 of 14 Sheets — Index Number 421

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Increase or Decrease (+) (-) over 1960-1961 Budget Col. 8 & 10 Number of Employees	Amount	(2) Recommended by Department Number of Employees	Rate	Amount (Dollars Only)	(3) Recommended by the Mayor Number of Employees	Rate	Amount	(4) BUDGET As Adopted by Board of Supervisors Number of Employees	Rate	Amount	Rate per Hour
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1																													
2														RECAPITULATION															
3	(60) 469431		60		504923				-4793	247083	253053	500136	110	PERSONNEL SERVICES-PERMANENT	73		616048	13	111111	71		601686	68		609,476				
4	-		191		-					-	-	-		INTERDEPARTMENTAL	204		-	13	-	204		-	182		-				
5	-				-					-	-	-	111.000	OVERTIME ALLOWANCE			1113		1113			200			0				
6	-				-					-	-	-	112.000	HOLIDAY ALLOWANCE			276		276			148			0				
7	19894				21354					10650	10013	20663	200.000	CONTRACTUAL SERVICES			76867		75513			72387			54,581				
8	4775				6292				403	2072	4623	6695	200.001	CONTRACTUAL SERVICES - PARKING METERS			4862		-1430			4862			1,667				
9	-				-					-	-	-	200.002	CONTRACTUAL SERVICES - INDUSTRIAL WASTES CONTROL			16700		16700			14900			0				
10	-				-					-	-	-	203.000	AUTO ALLOWANCE-EMPLOYEE'S CARS FOR REC.&PARK DEPT. SERVICES			1230		1230			1230			800				
11	-				500					-	500	500	214.000	SEWAGE TREATMENT HASSLER HEALTH HOME			500		-			500			500				
12	1488				-					-	-	-	298.000	CHANNEL STREET WATERWAY ABATEMENT OF ODOR NUISANCE			-		-			-			-				
13	4559				5055					2626	2656	5282	300.000	MATERIALS & SUPPLIES			9606		4551			7201			6,609				
14	-				-					-	-	-	300.002	MATERIALS & SUPPLIES - INDUSTRIAL WASTES CONTROL			1300		1300			1300			0				
15	2029				3340					3630	-	3630	400.000	EQUIPMENT			40503		36563			32871			17,195				
16	6218				-				2222	-	2222	2222	400.001	EQUIPMENT - PARKING METERS			-		-			-			-				
17	-				-					-	-	-	400.002	EQUIPMENT - INDUSTRIAL WASTES CONTROL			6000		6000			6000			0				
18	2935				-					-	-	-	400.96	EQUIPMENT -DEPRECIATION RES			-		-			-			-				
19	65				51					-	78	78	800.000	FIXED CHARGES			78		27			28			78				
20	22087				10000					7400	2600	10000	900.000	SPECIAL INSPECTION-RECEIPTS ALLOCATED TO APPROPRIATION			10000		-			10000			10,000				
21	(60) 533481		251		552121				-2163	223461	275250	549211		GROSS REQUEST	277		845083	26	292962	275		785369	255		683,926				
22														TRANSFER TO PURCHASER															
23	6230				7011					4277	3250	7527	200.000	CONTRACTUAL SERVICES			7802		731			7652			7,197				
24	49				50					19	31	50	200.001	CONTRACTUAL SERVICES - PARKING METERS			75		25			75			50				
25	1968				2100					1011	1089	2100	300.000	MATERIALS & SUPPLIES			2660		560			2400			2,100				
26	2029				3340					3630	-	3630	400.000	EQUIPMENT			40503		36563			32871			17,195				
27	2935				-					-	-	-	400.96	EQUIPMENT-DEPRECIATION RES.			-		-			-			-				
28	6218				-				2222	-	2222	2222	400.01	EQUIPMENT - PARKING METERS			-		-			-			-				
29	-				-					-	-	-	400.02	EQUIPMENT - INDUSTRIAL WASTES CONTROL			6000		6000			6000			0				
30	19429				13101				2222	8337	6537	15534		TOTAL TRANSFER TO PURCHASER			57040		43737			48995			26,542				
31	51				60					28	24	52		TRANSFER TO PUBLIC UTILITIES			60		-			60			60				
32	3533				5332					2053	3339	5332		TRANSFER TO TRAFFIC PAINTING BUILDING REPAIR			3787		-1705			3787			5,282				
33	23019				18553				2222	11018	9960	20978		TOTAL TRANSFERS			61887		42032			52842			50,389				
34	(60) 510462		251		533568				-4330	262443	265790	528233		NET BUDGET	277		783196	26	250930	275		732527	255		633,537				
35																													

CONTROLLER'S FORM No. 4730

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

916

PUBLIC WORKS — Bureau or Division: ENGINEERING — Appropriation Number: 1.421 — Sheet Number 2 of 14 Sheets — Index Number 421

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Class No.	No. of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	No. of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual 8 Months (Dollars Only)	Probable 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 4 (—) Decrease: Force	Amount	(2) BUDGET as Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1																												
2																												
3														RECEIPTS BY TRANSFER													
4	-	-			-				-	-	-	-		From 1.651.900.000 To 1.421.110.000			66924	66924		66924			66,924				
5	-	-			-				-	-	-	-		From 1.651.900.000 To 1.421.111.000			900	900		900			0				
6	-	-			-				-	-	-	-		From 1.651.900.000 To 1.421.112.000			148	148		148			0				
7	-	-			-				-	-	-	-		From 1.651.900.000 To 1.421.203.000			1230	1230		1230			800				
8	-	-			-				-	-	-	-		From 1.651.900.000 To 1.421.300.000			2800	2800		2800			1,000				
9	-	-			-				-	-	-	-		TOTAL RECEIPTS BY TRANSFER			72002	72002		72002			68,724				
10																												
11																												
12																												
13																												
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CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

917

Office, Board or Commission PUBLIC WORKS — Bureau or Division ENGINEERING — Appropriation Number 1,421 — Sheet Number 3 of 14 Sheets — Index Number 421

Line Number	Actual Expenditure 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 45 & 45.1 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 8 ( ) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1	NO. OF EMPLOYEES 1959-60					TO COMPENSATION RESERVE			-4233				110.000	PERSONNEL SERVICES-PERMANENT															1
2	1	1	1	341 415	4980								B222	General Clerk	1	341 415	4980	-	-	1	341 415	4980	1	358 436	5,232					2
3	1	2	1	425 518	5518								B228	Senior Clerk	1	425 518	5746	-	228	1	425 518	5746	1	436 530	5,940				A	3
4	1	3	1	518 628	7536								B234	Head Clerk	1	518 628	7536	-	-	1	518 628	7536	1	530 644	7,728					4
5	3	4	3	350 425	15300								B408	General Clerk-Stenographer	3	350 425	15300	-	-	3	350 425	15300	3	367 447	16,092					5
6	1	5	1	341 415	4980								B512	General Clerk-Typist	1	341 415	4980	-	-	1	341 415	4980	1	358 436	5,232					6
7	1	6	1	1099 1337	14666								F4	Assistant City Engineer	1	1099 1337	15789	-	1122	1	1099 1337	15789	1	1134 1401	16,580				A	7
8	1	7	1	1273 1548	18576								F10	City Engineer	1	1273 1548	18576	-	-	1	1273 1548	18576	1	1342 1625	19,500					8
9	1	8	1	385 469	5364								F100	Junior Draftsman	1	385 469	5628	-	264	1	385 469	5628	1	405 493	5,916				A	9
10	4	9	4	481 584	28032								F102A	Draftsman-Civil	6	481 584	42048	-	14016	6	481 584	42048	6	493 599	45,128				A-C	10
11	-	-	-	-	-								F102A	Draftsman-Civil - New	1	481 584	7008	1	7008	-	481 584	-							D	11
12	3	10	3	530 644	23184								F104A	Senior Draftsman, Civil	3	530 644	23184	-	-	3	530 644	23184	3	543 660	23,696					12
13	-	-	-	-	-								F110	Landscape Architect	1	550 676	8112	-	8112	1	550 676	8112	1	564 710	8,520				C	13
14	3	12	3	505 613	22068								F202	Inspector - Public Works Construction	3	505 613	22068	-	-	3	505 613	22068	3	543 660	23,760					14
15	1	13	1K	613	7356								F202	Inspector - Public Works Construction	1K	613	7356	-	-	1K	613	7356	1K	660	7,920					15
16	1	14	1	467 570	6840								F256	Cartographer & Art Designer	1	467 570	6840	-	-	1	467 570	6840	1	481 586	7,008					16
17	5	14.1	5	505 613	36780								F401A	Junior Engineer-Civil	5	505 613	30660	-	-116	5	505 613	30660	5	530 644	38,516				B	17
18	-	-	-	-	-								F401A	Junior Engineer-Civil - New	1	505 613	6210	1	6210	1	505 613	6210	0		0				E	18
19	-	-	-	-	-								F401B	Junior Engineer-Mech. - New	1	505 613	7356	1	7356	-	505 613	-							F	19
20	3	14.2	3	584 710	25152								F404A	Asst. Engineer I - Civil	4	584 710	33808	1	8656	4	584 710	33808	4	613 745	35,760				A-C	20
21	9	15	9	693 842	30896								F406A	Asst. Engineer II - Civil	9	693 842	30896	-	-	9	693 842	30896	9	745 905	37,740				A	21
22	1	15.1	1	693 842	9472								F406B	Asst. Engineer II - Mech.	2	693 842	10236	1	7704	2	693 842	10236	2	745 905	20,250				C	22
23	6	16	6	802 974	70128								F410A	Engineer - Civil	6	802 974	70128	-		6	802 974	70128	6	905 1099	79,128					23
24	-	-	-	-	-								F410B	Engineer-Mechanical - New	1	802 974	11688	1	11688	1	802 974	11688	0		0				G	24
25	-	-	-	-	-								F410C	Engineer-Electrical - New	1	802 974	11688	1	11688	1	802 974	11688	0		0				H	25
26	1	17	1	950 1154	13353								F412A	Senior Engineer-Civil	1	950 1154	12514	-	-839	1	950 1154	12514	1	1022 1242	12,882				B	26
27	-	-	-	-	-								F430	Supervising Engineer	1	1047 1272	12504	1	12504	1	1047 1272	12504	1	1126 1368	13,512				C	27
28	6	18	6	447 543	38996								F604	Surveyor's Field Assistant	7	447 543	44192	-	1196	7	447 543	44192	7	469 570	46,388				A-C	28
29	3	18.1	3	493 599	21564								F606	Instrument Man	3	493 599	21564	-		3	493 599	21564	3	543 660	23,760					29
30	3	19	3	556 676	24336								F610	Chief of Party	4	556 676	32448	1	112	4	556 676	32448	4	598 728	34,944				C	30
31	1	20	1	676 821	9852								L114	Engineering Chemist				-	-	1	676 821	9852	1	710 862	10,344					31
32	(60) 42,431		60		504,423				-4233	242033	253	506136		TOTAL						71		60,1694	68		603,926					32
33																													33
34																													34
35																													35

A. ANNUAL SALARY INCREMENTS.

B. NEW EMPLOYEE AT LOWER RATE.

C. TWO POSITIONS OF F102A DRAFTSMAN - CIVIL; ONE POSITION OF F110 LANDSCAPE ARCHITECT; ONE POSITION OF F404A ASSISTANT ENGINEER I - CIVIL; ONE POSITION OF F406B ASSISTANT ENGINEER II - MECHANICAL; ONE POSITION OF F430 SUPERVISING ENGINEER; ONE POSITION OF F604 SURVEYOR'S FIELD ASSISTANT; ONE POSITION OF F610 CHIEF OF PARTY. TRANSFERRED FROM RECREATION - PARK DEPARTMENT IN ACCORDANCE WITH CHARTER AMENDMENT, PROPOSITION F - ELECTION, NOVEMBER 8, 1960.

D. DRAFTSMAN CIVIL F-102A. REASSIGNMENT OF 1 POSITION FROM INTERDEPARTMENTAL SERVICE. IF ALLOWED DELETE FROM INTERDEPARTMENTAL SERVICE SHEET NO. 5 , LINE NO. 9 . THIS ADDITIONAL BUDGET POSITION IS NEEDED BECAUSE OF CONSIDERABLE WORK THAT MUST BE DONE (OVER AND ABOVE THE AMOUNT OF WORK THAT CAN BE DONE BY THE FOUR F-102A'S NOW ASSIGNED TO THE BUREAU) THAT IS NOT CHARGEABLE TO ANY INTERDEPARTMENTAL ACCOUNTS. THE WORK DONE UNDER THIS EMPLOYMENT WOULD INCLUDE:

1. MAKING PRELIMINARY SKETCHES AND ESTIMATES IN CONNECTION WITH THE INVESTIGATION OF COMPLAINTS OR SUGGESTED IMPROVEMENTS, REFERRED TO THE BUREAU BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR AND OTHER DEPARTMENTS.
2. BUDGET INVESTIGATIONS, ESTIMATES AND PRELIMINARY SKETCHES FOR ALL BUREAUS OF DEPARTMENT OF PUBLIC WORKS, PARTICULARLY BUREAU OF BUILDING REPAIR AND BUREAU OF ARCHITECTURE, AND OTHER CITY AGENCIES.
3. OTHER MISCELLANEOUS WORK; A FEW OF THE TYPICAL ASSIGNMENTS COMPLETED DURING THE PAST YEAR FOR WHICH NO FUNDS AND NO BUDGET EMPLOYEES WERE AVAILABLE AND WHICH REQUIRED THE SERVICES OF A CIVIL ENGINEER - DRAFTSMAN:
   A) BUDGET
   B) JAMESTOWN AVENUE PEDESTRIAN OVERPASS - COST ESTIMATE
   C) ANNUAL REPORT
   D) HUNTERS POINT AREA STREET LIGHTING - INVESTIGATION
   E) STREET VACATIONS AND SURPLUS CITY PROPERTY

FOOTE AVE. EAST OF SAN JOSE	GENEVA & ROLPH
FREEMAN COURT	KANSAS & MARIN
ELM STREET	KEY AVENUE
MANGELS, DETROIT TO EDNA	LAGUNA HONDA BLVD.
SAN JOSE AVENUE AT ST. MARY'S	LIBERTY & SANCHEZ
ARCH STREET	MANSELL STREET
EDNA STREET	MARKET AND CLAYTON
ANKENY AND DELTA	MARKET AT MORGAN ALLEY
LINDEN STREET	MARKET, BLOCK 2659
TWENTY-FIFTH AVENUE	MELROSE AVE. & CONGO ST.
McLAREN PARK	PORTOLA DRIVE, BLOCK 2643
TWENTY-SECOND STREET	TARA ST. & RIDGE LANE
STEVENSON STREET	

IF THE "ENGINEERING SUPERVISION, STUDIES AND INVESTIGATIONS" REQUEST IS APPROVED THE INDIVIDUAL REQUESTS FOR MECHANICAL ENGINEER, ELECTRICAL ENGINEER, JUNIOR ENGINEER MECHANICAL AND DRAFTSMAN ARE TO BE CANCELLED.

E. ONE F-401A JR. ENGINEER, CIVIL. THE ADDITIONAL EMPLOYEE IS NECESSARY TO REVIEW AND APPROVE PERMIT APPLICATIONS AND RATE PERMIT CHARGES FOR EXCAVATIONS IN THE STREET FOR THE INSTALLATION, MAINTENANCE, AND REPAIR OF MAINS AND SERVICES BY THE UTILITY COMPANIES (P.T.T., P.G.E., ETC.) AND TO INSPECT BACKFILL IN TRENCHES AND RESTORATION OF PAVEMENT IN TRENCH AREAS. ANNUAL OPENINGS IN THE STREET ARE CLOSE TO 12,000. ONLY ONE EMPLOYEE IS AVAILABLE FOR THE WORK. FEES COLLECTED FOR INSPECTIONS AMOUNT TO $30,000, AN AMOUNT FAR IN EXCESS OF OUR INSPECTION COST AND OF THE SERVICE PAID FOR BY THE UTILITY COMPANIES. AN ADDITIONAL EMPLOYEE WILL PROVIDE IMPROVED INSPECTION SERVICE WHICH WILL ASSURE BETTER RESTORATION OF PAVEMENT AND MAINTENANCE OF UTILITY TRENCHES IN CITY STREETS. FEES COLLECTED FOR EXCAVATIONS ARE AMPLE TO PAY FOR THE COST OF THE ADDITIONAL EMPLOYEE.

F. JUNIOR ENGINEER - MECHANICAL, F-401B (ONE POSITION). REASSIGNMENT FROM INTERDEPARTMENTAL SERVICE. IF ALLOWED, DELETE FROM INTERDEPARTMENTAL SERVICE, SHEET NO. 5 , LINE NO. 19 . A BUDGET JUNIOR ENGINEER MECHANICAL, CLASS F-401B, IS NECESSARY FOR THE PROPER FUNCTIONING OF THE MECHANICAL SECTION. HIS DUTIES WOULD CONSIST OF ASSISTING THE SECTION ENGINEER WITH DETAIL WORK AND MINOR ENGINEERING STUDIES OF THE TYPE NOT PROPERLY CHARGEABLE TO SPECIFIC INTERDEPARTMENTAL ACCOUNTS AND WILL INCLUDE:

1. MAKING SKETCHES OF PROPOSED WORK FOR BUDGET REQUEST ESTIMATES.
2. MAKING FIELD INVESTIGATIONS AND REPORTS ON WORK PROPOSED FOR BUDGET REQUEST ESTIMATES.
3. ASSISTING THE SECTION ENGINEER IN GATHERING INFORMATION FOR MAKING STUDIES AND ESTIMATES IN CONNECTION WITH COMPLAINTS OR SUGGESTED IMPROVEMENTS IN THE MECHANICAL ENGINEERING FIELD REFERRED TO THE BUREAU BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR AND BY OTHER DEPARTMENTS.
4. ASSISTING THE SECTION ENGINEER IN INVESTIGATIONS IN CONNECTION WITH THE OPERATION, MAINTENANCE AND REHABILITATION OF MECHANICAL INSTALLATIONS AT THE SEWAGE TREATMENT PLANTS, PUMPING STATIONS AND PUBLIC BUILDINGS.
5. PREPARING AND MAINTAINING MECHANICAL ENGINEERING STANDARDS.
6. DOING GENERAL ENGINEERING OFFICE PROCEDURE WORK.

IF THE "ENGINEERING SUPERVISION, STUDIES AND INVESTIGATIONS" REQUEST IS APPROVED THE INDIVIDUAL REQUESTS FOR MECHANICAL ENGINEER, ELECTRICAL ENGINEER, JUNIOR ENGINEER MECHANICAL AND DRAFTSMAN ARE TO BE CANCELLED.

G. ENGINEER, MECHANICAL, F-410B (ONE POSITION). REASSIGNMENT FROM INTERDEPARTMENTAL SERVICE. IF ALLOWED, DELETE FROM INTERDEPARTMENTAL SERVICE, SHEET NO. 5 , LINE NO. 28 . THE SERVICES OF AN ENGINEER MECHANICAL, CLASS F-410B, IN THE MECHANICAL SECTION OF THE DIVISION OF DESIGN, ARE NECESSARY SINCE HIS PRINCIPAL DUTIES ARE TO ACT AS THE ADMINISTRATIVE HEAD OF A SECTION. THIS TYPE OF WORK CANNOT BE PROPERLY CHARGED OR ASSIGNED TO SPECIFIC INTERDEPARTMENTAL ACCOUNTS. THE WORK DONE BY THIS EMPLOYMENT INCLUDES:

1. MAKING STUDIES AND ESTIMATES IN CONNECTION WITH THE INVESTIGATION OF COMPLAINTS OR SUGGESTED IMPROVEMENTS IN THE MECHANICAL ENGINEERING FIELD REFERRED TO THE BUREAU BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR AND BY OTHER DEPARTMENTS. EXAMPLES OF WORK IN THIS CATEGORY RECENTLY COMPLETED ARE:
   A) DESIGN AND COORDINATION OF THE CIVIC CENTER STEAM MAINS WHERE THEY ARE INVOLVED IN THE CIVIC CENTER GARAGE CONSTRUCTION.
   B) INVESTIGATION AND STUDY OF THE ADEQUACY OF CANDLESTICK PARK FIRE PROTECTION SYSTEM.
   C) STUDIES AND INVESTIGATION OF NOISE LEVELS DESIRABLE FOR MECHANICAL PARKING GARAGES.
   D) DETERMINATION OF EQUIVALENT COMBINATIONS OF VARIOUS TYPES OF REFRACTORIES FOR USE IN INCINERATORS.

CONTINUED

2. CONSULTATIONS, INVESTIGATIONS AND RECOMMENDATIONS, IN EMERGENCIES AND OTHERWISE, IN CONNECTION WITH THE OPERATION, MAINTENANCE AND REHABILITATION OF MECHANICAL INSTALLATIONS OF SEWAGE TREATMENT PLANTS, PUMPING STATIONS AND PUBLIC BUILDINGS FOR WHICH PROJECTS IT IS IMPRACTICABLE TO PROCESS THE SEPARATE WORK ORDERS, SO THAT THEY ARE BY DEFAULT CHARGED TO INAPPROPRIATE WORK ORDERS. EXAMPLES OF THIS TYPE OF WORK DONE IN THE PAST ARE:
   A) INVESTIGATION OF UNDERGROUND DUCT WORK DRIPPING WATER AT THE MARINA SEWAGE PUMPING STATION.
   B) INVESTIGATION, RECOMMENDATION AND ESTIMATE OF COST OF HEATING, VENTILATION AND PLUMBING WORK REQUIRED FOR THE REHABILITATION OF THE MORGUE BUILDING AT THE SAN FRANCISCO GENERAL HOSPITAL.
   C) INVESTIGATION OF THE POTENTIAL CROSS-CONNECTIONS BETWEEN PROCESSED AND POTABLE WATER IN SEWAGE PUMPING STATIONS.
   D) ADVISORY WORK ON SAFETY EQUIPMENT AND FACILITIES.
3. SUPERVISION OF THE DESIGN OF MECHANICAL IMPROVEMENTS FOR PUBLIC BUILDINGS.
4. PREPARATION AND MAINTENANCE OF MECHANICAL ENGINEERING STANDARDS.
5. BUDGET REQUEST INVESTIGATIONS AND COST ESTIMATES FOR ALL BUREAUS OF THE DEPARTMENT OF PUBLIC WORKS, IN PARTICULAR THE BUREAU OF ARCHITECTURE AND THE BUREAU OF BUILDING REPAIR, AND FOR OTHER AGENCIES. EXAMPLES OF THIS WORK ALREADY COMPLETED ARE:
   A) ESTIMATE OF COST FOR THE VENTILATION OF COTTAGES AND BUILDINGS AT THE YOUTH GUIDANCE CENTER.
   B) ESTIMATE OF COST FOR THE METER-TESTING STATION FOR THE SEALER OF WEIGHTS AND MEASURES.
   C) ESTIMATE OF COST FOR THE REPLACEMENT OF PIPING AND PLUMBING FIXTURES IN THE CITY HALL.
   D) ESTIMATE OF COST FOR THE REPLACEMENT OF PLUMBING EQUIPMENT, BOILER BURNERS AND CONTROLS, STEAM PIPING, ELEVATOR HOISTING EQUIPMENT, ETC. AT COUNTY JAIL NO. 2 IN SAN BRUNO.
   E) ESTIMATE OF COST FOR THE VENTILATION AND AIR-CONDITIONING OF THE SUPERIOR COURTS, CITY ATTORNEY'S LIBRARY AND THE TAX COLLECTOR'S OFFICE IN THE CITY HALL.
   F) ESTIMATE OF COST FOR A TEMPORARY HEATING SYSTEM AT THE CENTRAL POLICE STATION (HALL OF JUSTICE).
6. ADMINISTRATIVE AND SUPERVISORY DUTIES:
   A) ATTENDING CONFERENCES ON MATTERS FOR WHICH NO FUNDS HAVE BEEN SET UP.
   B) MAKING ESTIMATES OF SECTION PERSONNEL REQUIREMENTS.
   C) INTERVIEWING NEW EMPLOYEES AND INSTRUCTING THEM IN VARIOUS CITY CHARTER AND DEPARTMENT RULES.
   D) REVIEWING EMPLOYEE TIME SHEETS TO ENSURE PROPER ASSIGNMENT OF JOB CHARGES.
   E) ESTIMATING AND REQUESTING FUNDS FOR INDIVIDUAL PROJECTS TO BE WORKED ON IN THE NEXT QUARTER.
   F) GATHERING AND WRITING INFORMATION FOR THE SECTION'S ACTIVITIES FOR THE ANNUAL REPORT.
   G) PREPARING BUDGET REQUESTS FOR REQUIRED OFFICE MATERIALS AND EQUIPMENT.
   H) TRAINING NEW EMPLOYEES IN THEIR ASSIGNMENTS AND EVALUATING THEIR WORK DURING THE PROBATIONARY PERIOD.

IF THE "ENGINEERING SUPERVISION, STUDIES AND INVESTIGATIONS" REQUEST IS APPROVED, THE INDIVIDUAL REQUESTS FOR MECHANICAL ENGINEER, ELECTRICAL ENGINEER, JUNIOR ENGINEER MECHANICAL AND DRAFTSMAN ARE TO BE CANCELLED.

H. ENGINEER ELECTRICAL, F-410c (1 POSITION). REASSIGNMENT FROM INTERDEPARTMENTAL SERVICE. IF ALLOWED, DELETE FROM INTERDEPARTMENTAL SERVICE, SHEET NO. 5, LINE NO. 29. THE SERVICES OF AN ENGINEER ELECTRICAL, CLASS F-410c IN THE ELECTRICAL SECTION OF THE DIVISION OF DESIGN, ARE DESIRABLE BECAUSE CONSIDERABLE WORK THAT MUST BE DONE BY THIS SECTION IS NOT CHARGEABLE TO ANY INTERDEPARTMENTAL ACCOUNTS. THE WORK DONE BY THIS EMPLOYMENT WILL INCLUDE:

1. MAKING STUDIES AND ESTIMATES IN CONNECTION WITH INVESTIGATION OF COMPLAINTS OR SUGGESTED IMPROVEMENTS IN THE ELECTRICAL FIELD REFERRED TO THE BUREAU BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR OF PUBLIC WORKS, AND OTHER DEPARTMENTS.
2. CONSULTATIONS, INVESTIGATIONS AND RECOMMENDATIONS, IN EMERGENCIES AND OTHERWISE, IN CONNECTION WITH OPERATION AND MAINTENANCE OF ELECTRICAL INSTALLATIONS AT SEWAGE TREATMENT PLANTS AND PUMPING STATIONS, AND IN PUBLIC BUILDINGS.
3. REPRESENTING DEPARTMENT OF PUBLIC WORKS ON SAN FRANCISCO COMMITTEE ON CORROSION.
4. CONSULTATION WITH DEPUTY CITY ATTORNEYS IN PREPARATION OF THEIR CASES REGARDING ACTIONS BY THE P.G. & E., PACIFIC TELEPHONE COMPANY, AND VARIOUS INDIVIDUALS AGAINST THE CITY.
5. TESTIFYING IN COURT ON BEHALF OF CITY IN LITIGATION.
6. CONSULTATION WITH REDEVELOPMENT AGENCY ON DIAMOND HEIGHTS, GOLDEN GATEWAY AND WESTERN ADDITION REDEVELOPMENT PROJECTS.
7. ELECTROLYSIS INVESTIGATION OF PIPE LINES, REINFORCED CONCRETE STRUCTURES, ETC.
8. LIGHTING AND POWER IMPROVEMENTS FOR PUBLIC BUILDINGS.
9. PREPARATION AND MAINTENANCE OF ELECTRICAL ENGINEERING STANDARDS.
10. BUDGET INVESTIGATIONS. ESTIMATES FOR ALL BUREAUS OF DEPARTMENT OF PUBLIC WORKS, PARTICULARLY BUREAU OF ARCHITECTURE AND BUREAU OF BUILDING REPAIR, AND OTHER CITY AGENCIES.
11. PRELIMINARY WORK IN CONNECTION WITH STREET LIGHTING PROJECTS FORMERLY DONE BY BUDGET PERSONNEL IN THE BUREAU OF LIGHT, HEAT AND POWER BUT NOW TRANSFERRED TO THE DEPARTMENT OF PUBLIC WORKS.

A FEW OF THE PROJECTS WORKED ON BY THE ELECTRICAL SECTION WHICH WERE NOT CHARGEABLE TO ANY INTERDEPARTMENTAL ACCOUNTS ARE INCLUDED IN THE FOLLOWING SUMMARY:

TYPICAL PROJECTS ASSIGNED TO THE ELECTRICAL SECTION WHICH WERE NOT CHARGEABLE TO ANY INTERDEPARTMENTAL PROJECT

1. CROWN ZELLERBACH BUILDING. CONSULTATIONS WITH ENGINEERS AND ARCHITECTS FOR THE PROJECT. ENGINEERING STUDIES AND PLANS FOR REQUIREMENTS OF STREET LIGHTING AND TRAFFIC SIGNALS.
2. DIAMOND HEIGHTS DEVELOPMENT. PRELIMINARY ENGINEERING STUDIES, ESTIMATES AND CONFERENCES FOR THE INSTALLATION OF ELECTRICAL FACILITIES AND STREET LIGHTING.
3. WESTERN ADDITION REDEVELOPMENT. PRELIMINARY ENGINEERING STUDIES, ESTIMATES AND CONFERENCES FOR THE INSTALLATION OF ELECTRICAL FACILITIES, INCLUDING STREET LIGHTING AND TRAFFIC SIGNALS.
4. AIR RAID SIRENS. PRELIMINARY STUDIES, CONFERENCES AND ENGINEERING ESTIMATES FOR THE INSTALLATION OF ADDITIONAL AIR RAID SIRENS.
5. CIVIC AUDITORIUM. PRELIMINARY ENGINEERING STUDIES AND ESTIMATE RELATIVE TO ELECTRIC SERVICES AND REHABILITATION OF BUILDING.
6. BROADWAY TUNNEL. INVESTIGATIONS AND ENGINEERING STUDIES RELATIVE TO THE INSTALLATION OF RADIO ANTENNA IN THE TUNNEL.
7. 1961-62 BUDGET.
8. ANNUAL REPORT.
9. STREET LIGHTING INVESTIGATIONS.
10. DEPARTMENT OF ELECTRICITY MAINTENANCE SHOP. ESTIMATES OF COST.
11. CONSULTATION WITH STATE DIVISION OF HIGHWAYS ON STREET LIGHTING AND TRAFFIC SIGNALS RELATED TO FREEWAYS.
12. DISCUSSIONS WITH OUTSIDE ENGINEERS PREPARING PLANS FOR PROJECTS SUCH AS: NEW HALL OF JUSTICE, SAN FRANCISCO GENERAL HOSPITAL, SOUTHERN FREEWAY, CROSSTOWN FREEWAY, S.F. MUNICIPAL STADIUM, CIVIC CENTER GARAGE, LAGUNA HONDA HOME.

IF THE "ENGINEERING SUPERVISION, STUDIES AND INVESTIGATIONS" REQUEST IS APPROVED, THE INDIVIDUAL REQUESTS FOR MECHANICAL ENGINEER, ELECTRICAL ENGINEER, JUNIOR ENGINEER MECHANICAL AND DRAFTSMAN ARE TO BE CANCELLED.

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

920

Department: PUBLIC WORKS Bureau or Division: ENGINEERING Appropriation Number: 1,421

Sheet Number 4 of 14 Sheets Index Number 421

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Budget: Rate by Code No.	Class Number or Code	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reason Code
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	-				-				-	-	-		111,000	OVERTIME ALLOWANCE														
2	-				-				-	-	-			For Jr. Engineer Assigned to the Bureau of Sewer Repair			213		213			-						A
3	-				-				-	-	-			For Employees Performing Services for Rec.-Park Dept.			900		900			900		0				B
4	-				-				-	-	-			TOTAL - OVERTIME			1113		1113			900		0				
5																													
6																													
7																													
8																													
9																													
10	-				-				-	-	-		112,000	HOLIDAY ALLOWANCE														
11	-				-				-	-	-			For Jr. Engineer Assigned to the Bureau of Sewer Repair			128		128			-						C
12	-				-				-	-	-			For Employees Performing Services for Rec.-Park Dept.			148		148			148		0				D
13	-				-				-	-	-			TOTAL - HOLIDAY ALLOWANCE			276		276			148		0				
14																													
15																													
16																													
17																													
18																													
19																													
20																													
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34																													
35																													

A. OVERTIME PAY FOR JUNIOR ENGINEER - CIVIL. FOR JUNIOR ENGINEER - CIVIL ASSIGNED TO THE BUREAU OF SEWER REPAIR WHO TAKES WEEKLY READINGS OF SLIDE AREAS WHICH ARE CLOSE TO SUB-SURFACE STRUCTURES AND MAKES INVESTIGATIONS OF THE CONDITIONS OF SEWERS. THERE ARE PLACES DOWNTOWN AND IN OTHER CONGESTED AREAS WHERE MANHOLES CANNOT BE OPENED DURING THE NORMAL BUSINESS HOURS - THIS WORK MUST BE DONE ON WEEK-ENDS. 40 HOURS AT $5.31 PER HOUR. . .$212.40

B. OVERTIME PAY. EMERGENCIES ARISE DURING THE YEAR AND IT WILL BE NECESSARY THAT EMPLOYEES OF THE FOLLOWING CLASSIFICATIONS WORK. IT IS IMPOSSIBLE TO GIVE ANY MORE DETAIL AT THIS TIME. THIS IS FOR EMPLOYEES PREVIOUSLY WITH THE RECREATION-PARK DEPARTMENT.

F102a	$200.00
F404	250.00
F604	200.00
F610	250.00
	$900.00

C. HOLIDAY PAY FOR JUNIOR ENGINEER - CIVIL. FOR JUNIOR ENGINEER - CIVIL, WHO KEEPS RECORDS OF ALL SEWER REPAIR JOBS, TAKES WEEKLY DRAINAGE READINGS OF SLIDE AREAS WHICH ARE CLOSE TO SUB-SURFACE STRUCTURES AND MAKES INVESTIGATIONS OF THE CONDITIONS OF SEWERS AND WHEN NECESSARY GIVES LINE AND GRADE FOR SEWERS. HE SHOULD ALWAYS BE AVAILABLE FOR THE PER-DIEM MEN WHO WILL WORK THE FOLLOWING HOLIDAYS:

COLUMBUS DAY	THURSDAY	OCTOBER 12, 1961
LINCOLN'S BIRTHDAY	MONDAY	FEBRUARY 12, 1962
ELECTION DAY	TUESDAY	JUNE 5, 1962

THREE DAYS AT $42.45 PER DAY. . . $127.35.

D. HOLIDAY PAY. CONTRACTORS WORK THE FOLLOWING CITY HOLIDAYS AND IF CONSTRUCTION IS IN PROGRESS ON THESE DAYS AN INSPECTOR WILL BE REQUIRED TO WORK:

OCTOBER 12, 1961	ONE (1) F404 AT	$49.17
FEBRUARY 12, 1962	ONE (1) F404 AT	49.17
JUNE 5, 1962	ONE (1) F404 AT	49.17
		$147.51

CONTROLLER'S FORM No. 4390

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

922

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ENGINEERING — Appropriation Number: 1.421 — Sheet Number 5 of 14 Sheets — Index Number 421

Line Number	FISCAL YEAR 1960-1961: Actual Expenditures 1960-1961 (Dollars Only)	BUDGET: Salary Ordinance Item No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable Last 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request: With 1960-1961 Budget Cols. 3 and 8 (—) Decrease: Force	Comparison of Request: With 1960-1961 Budget Cols. 3 and 8 (—) Decrease: Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Recommended by Office, Board, Commission or Department: Rate	Recommended by Office, Board, Commission or Department: Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of S.: Number of Employees	(3) BUDGET as Adopted by Board of S.: Rate	(3) BUDGET as Adopted by Board of S.: A...
				146.01, 146.1 & 146.2											INTERDEPARTMENTAL-PERMANENT													
1				268									B210	Office Assistant	2	268 325		-		2	268 325		2	281 341				
2	2	20.1	2	325 341									B222	General Clerk	2	341 415		-		2	341 415		2	341 436				
3	2	20.2	2	415 425									B228	Senior Clerk	3	425 518		-		3	425 518		3	436 530				
4	3	21	3	518 518									B234	Head Clerk	1	518 628		-		1	518 628		1	530 644				
5	1	21.1	1	628 350									B408	General Clerk-Stenographer	7	350 425		-		7	350 425		7	367 442				
6	7	22	7	425 341									B512	General Clerk Typist	2	341 415		-		2	341 415		2	358 436				
7	2	23	2	415 385									F100	Junior Draftsman	3	385 469		-		3	385 469		3	405 493				
8	3	24	3	469 481									F102A	Draftsman - Civil	22	481 584		1		22	481 584		20	493 599				
9	21	25	21	584 481									F102B	Draftsman - Mechanical	6	481 584		1		6	481 584		6	493 599				
10	5	25.1	5	584 481									F102B	Draftsman - Mechanical	-			-1K		-								
11	1	25.1A	1K	584 481									F102C	Draftsman - Electrical	1	481 584		-		1	481 584		1	493 599				
12	1	25.2	1	584 530									F104A	Senior Draftsman - Civil	16	530 644		-		16	530 644		16	543 660				
13	16	26	16	644 530									F104B	Senior Draftsman - Mechanical	4	530 644		-		4	530 644		4	543 660				
14	3	26.1	4	644 530									F104C	Senior Draftsman - Electrical	2	530 644		-		2	530 644		2	543 660				
15	2	26.2	2	644									F122	Senior Arch. Draftsman	1	644 782		1		1	644 782		1	660 782				
16				505									F202	Inspector, P.W. Construction	15	505 613				15	505 613		10	543 660				
17	15	27	15	613 505									F401A	Junior Engineer - Civil	34	505 613		3		34	505 613		24	530 644				
18	31	28	31	613 505									F401B	Junior Engineer - Mechanical	3	505 613		-		3	505 613		3	530 644				
19	3	28.1	3	613 505									F401C	Junior Engineer - Electrical	3	505 613		-		3	505 613		3	530 644				
20	3	28.2	3	613 584									F404A	Assistant Engineer I - Civil	18	584 710		4		18	584 710		18	613 745				
21	14	29	14	710 584									F404B	Assistant Engineer I - Mech.	4	584 710		1		4	584 710		4	613 745				
22	2	29.1	3	710 584									F404C	Assistant Engineer I - Elect.	8	584 710		1		8	584 710		8	613 745				
23	7	29.2	7	710 693									F406A	Assistant Engineer II - Civil	15	693 842		2		15	693 842		15	745 905				
24	13	30	13	842 693									F406B	Assistant Engineer II - Mech.	1	693 842		-		1	693 842		1	745 905				
25	1	30.1	1	842 693									F406C	Assistant Engineer II-Elect.	5	693 842		-		5	693 842		5	745 905				
26	5	30.2	5	842 802									F410A	Engineer - Civil	7	802 974		-		7	802 974		7	905 1099				
27	7	31	7	974 802									F410B	Engineer - Mechanical	1	802 974		-		1	802 974		1	905 1099				
28	1	31.1	1	974 802									F410C	Engineer - Electrical	1	802 974		-		1	802 974		1	905 1099				
29	1	31.2	1	974 950									F412A	Senior Engineer - Civil	1	950 1154		-		1	950 1154		1	1022 1242				
30	1	31.3	1	1154 447									F604	Surveyor's Field Assistant	8	447 543		-		8	447 543		8	469 570				
31	8	32	8	543 493									F606	Instrument Man	4	493 599		-		4	493 599		4	543 660				
32	4	32.1	4	599 556									F610	Chief of Party	4	556 676		-		4	556 676		4	599 228				
33	4	33	4	728																								
34	183		181											TOTAL - INTERDEPARTMENTAL	204			13		204			187					
35																												

A. ONE POSITION OF F-102a DRAFTSMAN - CIVIL
ONE POSITION OF F-122 SENIOR ARCHITECTURAL DRAFTSMAN
THREE POSITIONS OF F-401a JUNIOR ENGINEER - CIVIL
FOUR POSITIONS OF F-404a ASSISTANT ENGINEER I - CIVIL
ONE POSITION OF F-404b ASSISTANT ENGINEER I - MECHANICAL
ONE POSITION OF F-404c ASSISTANT ENGINEER I - ELECTRICAL
TWO POSITIONS OF F-406a ASSISTANT ENGINEER II - CIVIL
TRANSFERRED FROM RECREATION AND PARK DEPARTMENT IN ACCORDANCE WITH CHARTER AMENDMENT PROPOSITION F, ELECTION NOVEMBER 8, 1960.

B. 1K - EMPLOYEE DECEASED - POSITION REVERTS BACK TO NORMAL.

C. DRAFTSMAN - CIVIL, F-102a. 21 POSITIONS. ADDITION OF ONE POSITION TO BUDGET, SHEET 3, LINE 11 IS REQUESTED. IF APPROVED, ONE POSITION SHOULD BE DELETED FROM SHEET 5, LINE 9 INTERDEPARTMENTAL.

D. JUNIOR ENGINEER - MECHANICAL, F-401b. THREE POSITIONS. ADDITION OF ONE POSITION TO BUDGET, SHEET 3, LINE 19 IS REQUESTED. IF APPROVED, THIS POSITION SHOULD BE DELETED FROM SHEET 5, LINE 19 INTERDEPARTMENTAL.

E. ENGINEER - MECHANICAL, F-410b. ONE POSITION. ADDITION OF ONE POSITION TO BUDGET, SHEET 3, LINE 24 IS REQUESTED. IF APPROVED, THIS POSITION SHOULD BE DELETED FROM SHEET 5, LINE 28 INTERDEPARTMENTAL.

F. ENGINEER - ELECTRICAL, F-410c. ONE POSITION. ADDITION OF ONE POSITION TO BUDGET, SHEET 3, LINE 28 IS REQUESTED. IF APPROVED, THIS POSITION SHOULD BE DELETED FROM SHEET 5, LINE 29 INTERDEPARTMENTAL

CONTROLLER'S FORM No. 4330

924

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: ENGINEERING — Appropriation Number: 1.421 — Sheet Number 6 of 14 Sheets — Index Number 421

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Ordinance Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Code	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													200,000	CONTRACTUAL SERVICES															1
2	96				200					53	147	200	201	Carfare and Telephone			250		50			250			175				A	2
3	87				200					24	176	200	206	Travel Expense			2005		1805			875			200				B	3
4	2882				3315					1772	1793	3565	216	Shop Expense P/S			3500		185			3500			3,315				C-W	4
5	20				50					24	26	50	216	Recapping Tires			75		25			75			50				D	5
6	267				575					216	359	575	218	Repairs to Office Equipment			1100		525			950			575				E	6
7	2449				2700					1478	1222	2700	224	Blueprints, Maps, Etc. P/S			3000		300			2850			2,800				F	7
8	777				900					980	180	1160	224	Block Books P/S			1200		300			1200			980				G-W	8
9	51				60					28	24	52	231	Heat, Light and Power P/U			60		-			60			60				H	9
10	406				363					199	112	311	235	Newspapers & Periodicals			311		-52			311			311				I	10
11	100				96					47	55	102	240	Telephone Directory Service P/S			102		6			102			102				J-W	11
12	12120				14120					5433	5379	10872	241	Rental of Equipment			12738		618			12738			12,738				K	12
13	-				-					-	-	-	265	Sewage Pumping Stations & Treatment Plants-Investigations-Studies-Plans-Estimates, Etc.			3000		3000			3000			0				L	13
14																														14
15	-				-					-	-	-	265	Proposed Street Lighting Bond Issue-Studies & Plans			3000		3000			3000			0				M	15
16	-				-					-	-	-	265	Engineering Supervision, Studies & Investigations			53000		53000			30000			0				N	16
17	-				-					-	-	-	265	Preparation New Edition-Standard Specifications			7500		7500			7500			7,500				O	17
18	-				-					-	-	-	265	Auxiliary Water Supply - Maps & Records			3000		3000			3000			3,000				Q	18
19	-				-					-	-	-	265	Auxiliary Water Supply System-Engineering Studies			2000		2000			2000			2,000				S-W	19
20	449				625					262	464	726	298	Map Books			726		101			726			625				P	20
21	165				150					24	76	150	298	Misc. Contractual Services			300		150			250			150				R	21
22	12830				21354					10650	10013	20663		GROSS CONTRACTUAL			96867		75513			72387			34,581					22
23	6230				7011					4277	3250	7527		Transfer to Purchaser			7802		791			7052			7,197					23
24	51				60					28	24	52		Transfer to Utilities			60		-			60			60					24
25	6281				7071					4305	3274	7579		TOTAL TRANSFERS			7862		791			7712			7,257					25
26	13613				14283					(345	(739	1084		NET CONTRACTUAL SERVICES			89005		74722			64675			27,324					26
27																														27
28	-				-					-	-	-	200.002	INDUSTRIAL WASTES CONTROL			56700		56700			44200			0				T	28
29																														29
30	-				-					-	-	-	203.000	A TO ALLOWANCE-EMPLOYEE'S CARS FOR MISC. MAINT. DEPT. SERVICES			1230		1230			1230			800				U	30
31																														31
32	-				500					-	500	500	214.000	Treatment of Sewage HAS.LAB HEALTH HOME			500		-			500			500				V	32
33																														33
34																														34
35	1488				-					-	-	-	298.000	Channel Street Waterway ABATEMENT OF ODOR NUISANCE			-		-			-									35

A. CARFARE AND TELEPHONE EXPENSE. FOR FIELD AND OFFICE EMPLOYEES REQUIRED TO MAKE TRIPS AROUND THE CITY ON SPECIAL BUSINESS. THIS INCLUDES OFFICE MEN SENT OUT ON FIELD INVESTIGATIONS AND FIELD MEN GOING FROM ONE JOB TO ANOTHER. ALSO PARKING METER FEES AND TELEPHONE CALLS FROM THE FIELD TO VARIOUS PUBLIC UTILITIES AND TO THE OFFICE. THIS TRAVEL CANNOT BE PROVIDED FOR IN ANY OTHER WAY SINCE THE BUREAU DOES NOT HAVE A SUFFICIENT NUMBER OF AUTOMOBILES TO TAKE CARE OF SUCH TRAVEL. $250.00

B. CONVENTION, ETC., EXPENSES. IN ORDER FOR THE DIVISION OF DESIGN IN THE BUREAU OF ENGINEERING TO OBTAIN FIRST HAND INFORMATION REGARDING VARIOUS ENGINEERING STUDIES AND PROBLEMS AND UP-TO-DATE ENGINEERING TECHNIQUES, REGARDING SEWERS, PIPE LINES, SEWAGE AND INDUSTRIAL WASTES AND AIR POLLUTION CONTROL METHODS AND EQUIPMENT, PRESTRESSED STRUCTURES, ETC., IT IS IMPERATIVE FOR STAFF MEMBERS TO ATTEND CERTAIN CONVENTIONS, MEETINGS, CONFERENCES, LECTURES, COURSES AND SCHOOLS, SUCH AS UNIVERSITY OF CALIFORNIA PROFESSIONAL LECTURES, THE AIR POLLUTION CONTROL TECHNICAL CONFERENCES, ETC. THE SCHEDULED CONFERENCES, ETC., WHICH WILL BE OF INTEREST AND BENEFIT TO THE DIVISION AND THE FUNDS NEEDED THEREFOR ARE INCLUDED IN THE ATTACHED LIST.

1. *WATER POLLUTION CONTROL FOUNDATION (SEWAGE & INDUSTRIAL WASTES) ANNUAL CONVENTION, MILWAUKEE, WISCONSIN, OCT. 8 - 12, 1961, 1 MAN - 5 DAYS

REGISTRATION	$ 15.00	
LODGING - 5 x $12	60.00	
MEALS - 5 x $8	40.00	
TRANSPORTATION - $175 PLUS $10	185.00	
INCIDENTALS	25.00	$ 325.00

*OUR REPRESENTATIVE HAS BEEN INVITED TO DELIVER A PAPER ON THE "DESIGN OF AND PROBLEMS IN CONNECTION WITH LARGE SEWER SYSTEMS". TIME: OCTOBER 10, 1961 A.M.

2. LECTURES AT UNIVERSITY OF CALIFORNIA AT BERKELEY AND IN SAN FRANCISCO AND ATTENDANCE AT SYMPOSIUMS:

10 @ $10	$ 100.00	
2 @ $25	50.00	150.00

3. AMERICAN INSTITUTE OF ELECTRICAL ENGINEERS, PACIFIC GENERAL MEETING, SALT LAKE CITY, UTAH, AUGUST 23 - 25, 1961, 1 MAN - 3 DAYS

REGISTRATION	$ 10.00	
LODGING - 3 x $12	36.00	
MEALS - 3 x $8	24.00	
TRANSPORTATION - $105 PLUS $5	110.00	
INCIDENTALS	20.00	200.00

4. CALIFORNIA SEWAGE & INDUSTRIAL WASTE ASSOCIATION, ANNUAL CONVENTION, SACHAMENTO, CALIFORNIA, APRIL 27 - 29, 1962, 2 MEN - 3 DAYS

REGISTRATION	$ 20.00	
LODGING - 3 x $12 x 2	72.00	
MEALS - 3 x $8 x 2	48.00	
TRANSPORTATION - 8¢ PER MILE	20.00	
INCIDENTALS - 2 x $20	40.00	200.00

5. AIR POLLUTION CONTROL ASSOCIATION, TECHNICAL CONFERENCE, CHICAGO, ILLINOIS, MAY 29 - JUNE 2, 1962, 1 MAN - 5 DAYS

REGISTRATION	$ 10.00	
LODGING - 5 x $12	60.00	
MEALS - 5 x $8	40.00	
TRANSPORTATION - $150 PLUS $5	155.00	
INCIDENTALS	25.00	290.00

6. AMERICAN SOCIETY OF HEATING & AIR CONDITIONING, ANNUAL REGIONAL MEETING, DURING SPRING 1962, SEATTLE, WASHINGTON, 1 MAN - 3 DAYS

REGISTRATION	$ 10.00	
LODGING - 3 x $12	36.00	
MEALS - 3 x $8	24.00	
TRANSPORTATION - $110 PLUS $5	115.00	
INCIDENTALS	20.00	205.00

7. FEDERATION OF SEWAGE AND INDUSTRIAL WASTE, ANNUAL CONVENTION, NEW YORK, NEW YORK, OCTOBER 2 - 5, 1961, 1 MAN - 4 DAYS

REGISTRATION	$ 15.00	
LODGING - 4 x $12	48.00	
MEALS - 4 x $8	32.00	
TRANSPORTATION - $200 PLUS $10	210.00	
INCIDENTALS	25.00	330.00

8. PRESTRESSED CONCRETE INSTITUTE, ANNUAL CONVENTION, DENVER, COLORADO, OCTOBER 15 - 19, 1961, 1 MAN - 5 DAYS

REGISTRATION	$ 15.00	
LODGING - 5 x $12	60.00	
MEALS - 5 x $8	40.00	
TRANSPORTATION - $160 PLUS $5	165.00	
INCIDENTALS	25.00	305.00
		$ 2,005.00

B. BECAUSE OF SEWER CLEANING ACTIVITIES IN THE FISHERMANS WHARF, ISLAIS CREEK AND CHANNEL STREET AREAS NECESSITATED BY INDUSTRIAL WASTE DEPOSITS, IT IS NECESSARY TO DIVERT RAW SEWAGE INTO THE BAY WATER FOR SOME 500 HOURS PER YEAR.

C. THE HAZARD TO SEWER CLEANING PERSONNEL IS INCREASED BECAUSE OF THE PRESENCE OF TOXIC GASES SUCH AS CARBON TETRACHLORIDE FROM CLEANING ESTABLISHMENTS, GASOLINE FUMES AND CARBON MONOXIDE AS WELL AS EXPLOSIVE GASES.

D. IN ADDITION TO THE FINANCIAL COSTS IS THE FACT THAT EACH OF THE ABOVE THOUBLE SPOTS PLUS OTHERS NOT MENTIONED IS THE DIRECT SOURCE OF MANY COMPLAINTS. ALSO, MANY COMPLAINTS ARE INDIRECTLY CAUSED BY THE FACT THAT OUR CREWS ARE REQUIRED TO SPEND SO MUCH TIME SERVICING THESE TROUBLE AREAS CAUSED BY INDUSTRIAL WASTES THAT MUCH OF THEIR OTHER WORK MUST BE NEGLECTED. DURING THE MORNING OF DECEMBER 1, 1960, IT IS ESTIMATED THAT THE STORM RESULTED IN ABOUT 300 COMPLAINTS DURING AN HOUR AND A HALF. WHILE THESE COMPLAINTS WERE, OF COURSE, NOT ALL CAUSED BY A NEGLECT OF THE SEWER SYSTEM, IT IS BELIEVED THAT THEY COULD HAVE BEEN MATERIALLY REDUCED IF OUR MEN COULD SPEND MORE OF THEIR TIME ON REGULAR MAINTENANCE WORK AND LESS ON THESE INDUSTRIAL WASTE TROUBLE SPOTS.

E. THERE IS ALSO THE FACTOR OF SHORTENED SEWER LIFE WHICH IS OF MATERIAL IMPORTANCE. IT IS, HOWEVER, VERY DIFFICULT IF NOT IMPOSSIBLE TO EVALUATE. VARIOUS INDUSTRIAL WASTES HAVE A DIRECT DAMAGING EFFECT ON THE SEWERS. IN ADDITION, THERE IS THE INDIRECT DAMAGE TO SEWERS CAUSED BY THE DRASTIC METHODS REQUIRED IN THE CLEANING OPERATIONS.

F. WHEN THE QUALITY OF SEWAGE DIVERTED TO THE NORTH POINT SEWAGE TREATMENT PLANT IS SUCH AS TO EXCEED THE ALLOWABLE SPECIFIED LIMITS OF THE ORDINANCE, CHEMICAL TREATMENT BY CHLORINATION, OVER AND ABOVE THE USUAL TREATMENT, IS REQUIRED IN ORDER THAT THE EFFLUENT WILL NOT CAUSE THE BAY WATER BACTERIOLOGICAL CONTENT TO EXCEED THE LIMITS SPECIFIED BY THE WATER POLLUTION CONTROL BOARD. AFTER ALL NORTH POINT DISTRICT SEWAGE NOW DISCHARGING INTO THE BAY IS DIVERTED TO THE NORTH POINT SEWAGE TREATMENT PLANT, IT IS ESTIMATED THAT THE ADDITIONAL CHLORINE REQUIRED BECAUSE OF UNCONTROLLED INDUSTRIAL WASTE DISCHARGE WILL COST ABOUT $5,000 PER YEAR.

G. IT IS EXPECTED THAT BECAUSE OF ANTICIPATED FUTURE RESTRICTIONS OF THE WATER POLLUTION CONTROL BOARD, THE CITY WILL BE REQUIRED TO REINSTATE THE PROGRAM OF CHLORINATION OF THE EFFLUENT AT THE SOUTHEAST SEWAGE TREATMENT PLANT. ONE INDUSTRIAL PLANT ALONE DISCHARGES A REDUCING AGENT TO THE SEWER SYSTEM WHICH REQUIRES ABOUT 3,000 LBS. PER DAY OF CHLORINE TO NEUTRALIZE IT BEFORE ANY CHLORINE BECOMES AVAILABLE FOR BACTERIAL CONTROL. BASED ON A 253 DAY WORKING YEAR AND A CHLORINE COST TO THE CITY OF $0.0416 PER LB., THE ANNUAL COST OF NEUTRALIZING THIS WASTE, (UNLESS THE WASTE DISCHARGE FROM THIS PLANT IS CONTROLLED) WOULD BE $31,625 PER YEAR.

H. HAIR, PAUNCH MANURE AND GREASE FROM MEAT PACKING AND ASSOCIATED INDUSTRIES CAUSE THE FOLLOWING PROBLEMS:
   1. HAIR, CELLULOSIC MATERIALS AND GREASE TEND TO ACCUMULATE IN DIGESTERS, REDUCING THEIR EFFECTIVENESS. THEIR RELEASE FROM DIGESTERS CAUSES STOPPAGE OF BAR RACKS AND CONSEQUENT BYPASSING OF RAW SEWAGE TO THE BAY.
   2. HIGH GREASE CONTENT OF SEWAGE ENTERING THE PLANT IS REFLECTED BY HIGHER CONCENTRATIONS OF GREASE IN THE EFFLUENT DISCHARGED, CAUSING FLOATING MATERIAL IN ISLAIS CREEK IN VIOLATION OF STATE WATER POLLUTION CONTROL BOARD #2 RESOLUTION # 125.

DETECTION OF VIOLATIONS AND CORRECTION THEREOF TO ELIMINATE THE RESULTING EXPENSES AND SIDE EFFECTS, ILLUSTRATED ABOVE, REQUIRES THE CONDUCT OF A PROGRAM TO INCLUDE THE FOLLOWING PROCEDURE:

A) EDUCATIONAL INDOCTRINATION OF THE ESTIMATED FOUR THOUSAND CONTRIBUTORS OF INDUSTRIAL SEWAGE OR WASTE TO ACQUAINT THEM WITH THE SPECIFIED LIMITATIONS ON DISCHARGE SET FORTH IN ARTICLE 4.
B) SAMPLING AND TESTING THE DISCHARGE FROM EACH PLANT TO DETERMINE WHETHER OR NOT ITS QUALITY AND CHARACTER ARE WITHIN THE SPECIFIED LIMITS.
C) WRITTEN NOTICE OF VIOLATIONS, AND FURNISHING SUCH SERVICES AS MAY BE REQUIRED OR NECESSARY TO EFFECT COMPLIANCE WITH REGULATIONS.
D) FOLLOW-UP INSPECTIONS TO DETERMINE COMPLIANCE WITH REQUIREMENTS.
E) INSTANCES OF NON-COMPLIANCE SERVED WITH WRITTEN "CEASE AND DESIST" NOTICE.
F) PURSUANT TO SECTION 137 OF ARTICLE 4, ARRANGING FOR APPREHENSION FOR CONTINUED VIOLATION.
G) POLICING PROGRAM TO ASSURE CONTINUED COMPLIANCE WITH THE CODE REQUIREMENTS.

IN VIEW OF THE NUMBER OF INDUSTRIES TO BE INSPECTED AND POLICED, AND THE SCOPE OF THE REQUIRED PROGRAM FOR EFFECTIVE ENFORCEMENT, THE EXISTING SINGLE ENGINEERING POSITION IS, AS HEREINBEFORE MENTIONED, INSUFFICIENT FOR THE CONDUCT OF THE PROGRAM AS SET FORTH UNDER A) TO G) ABOVE. TO CONDUCT THE PROGRAM, WE WILL REQUIRE, IN ADDITION TO THE ONE POSITION NOW AVAILABLE, FUNDS IN THE AMOUNT OF $64,000 FOR THE PERSONNEL, EQUIPMENT AND MATERIALS FOR A PERIOD OF ABOUT FIVE YEARS, AFTER WHICH TIME THE STAFF CAN BE CONSIDERABLY REDUCED AS IT WILL ONLY BE NECESSARY TO PROVIDE INSPECTION OF NEW INDUSTRIAL ESTABLISHMENTS AND THE POLICING ACTIONS SET FORTH UNDER STEP G) ABOVE. IN ADDITION, AFTER THE FIRST YEAR CAPITAL EXPENDITURES ARE MADE, THE EQUIPMENT AND MATERIAL REQUIREMENTS WILL DECREASE. THE PROPOSED PROGRAM REFLECTS, WE BELIEVE, THE MOST CONSERVATIVE APPROACH TO THE PROBLEM OF PROVIDING AN EFFICIENT PROGRAM WITH REASONABLE POSSIBILITIES OF SUCCESS.

EXAMPLES OF SEWER CLEANING ACTIVITIES AND COST THEREOF RESULTING DIRECTLY FROM THE DISCHARGE INTO PUBLIC SEWERS OF MATERIALS PROHIBITED UNDER ARTICLE 4 OF THE PUBLIC WORKS CODE.

1. FISHERMAN'S WHARF. THE GREASE AND OTHER INDUSTRIAL WASTES ENTERING THE SEWERS FROM THE RESTAURANTS IN THE VICINITY OF FISHERMAN'S WHARF NECESSITATE AN EDUCTOR AND A SERVICE CREW SPENDING 1/2 DAY PER WEEK PLUS AN OCCASIONAL FULL DAY (ABOUT 30 DAYS PER YEAR). IN ADDITION, A SEWER CLEANING CREW SPENDS ABOUT 16 DAYS PER YEAR. TOTAL COST OF THIS TIME IS ABOUT $9,400 PER YEAR.
2. FRONT STREET. THE AREA IN THE VICINITY OF FRONT AND SACRAMENTO STREETS IS A TROUBLE SPOT CAUSED IN PART BY GREASE FROM RESTAURANTS. AN EDUCTOR AND SERVICE UNIT SPEND ABOUT 1/2 DAY PER MONTH, AND SEWER CLEANING UNIT SPENDS ABOUT 2 DAYS PER MONTH ON THIS LOCATION. ANNUAL TOTAL, ABOUT $4,500.
3. QUINT STREET. THE QUINT STREET SEWER IN THE VICINITY OF EVANS AVENUE IS FREQUENTLY CLOGGED BY INDUSTRIAL WASTES FROM THE MEAT PACKING AREA. THESE WASTES INCLUDE BESIDES GREASE, SUCH THINGS AS HAIR, PAUNCH MANURE AND PARTS OF SLAUGHTERED ANIMALS. DURING THE FISCAL YEAR 1959-60 SEWER CLEANING CREWS SPENT 29 DAYS AND EDUCTORS ABOUT 20 DAYS ON THIS LOCATION FOR A TOTAL COST OF ABOUT $6,200. BESIDES THE COST, THE CITY WAS CAUSED EMBARRASSMENT BY THE RESULTING OVERFLOW TO ISLAIS CREEK.
4. HOTALING PLACE. GREASE ACCUMULATIONS IN THE HOTALING PLACE SEWER FROM THE NEARBY RESTAURANTS REQUIRE THAT A SERVICE TRUCK AND AN EDUCTOR SPEND ABOUT ONE DAY IN TWO MONTHS AT THIS LOCATION. A SEWER CLEANING CREW IS REQUIRED ABOUT 3½ DAYS EVERY TWO MONTHS. ALSO OCCASIONAL OVERTIME IS REQUIRED AT THIS LOCATION. THE TOTAL ANNUAL COST WOULD BE ABOUT $4,400.
5. SIXTEENTH AND HARRISON STREETS. GRAVEL-PRESUMABLY COMING FROM THE BUILDING MATERIAL ESTABLISHMENTS IN THE NEIGHBORHOOD REQUIRE THAT A SEWER CLEANING CREW SPEND ABOUT 20 DAYS PER YEAR. COST ABOUT $2,500 PER YEAR.
6. MISCELLANEOUS CATCHBASINS. WHERE HOMES ARE BEING BUILT BY PRIVATE CONTRACTORS, CATCHBASINS ARE FREQUENTLY PLUGGED BY WASTE MORTAR AND AGGREGATE FROM THE CONSTRUCTION WORK. CATCHBASINS FOUND IN THIS CONDITION MAY AMOUNT TO AS MANY AS 20 OR 25 PER WEEK AND EACH REQUIRE FROM 2 TO 4 HOURS OF AN EDUCTOR'S TIME. OFTEN A COMPRESSOR IS REQUIRED TO LOOSEN UP THE MATERIAL BEFORE THE CLEANING CAN BE DONE. THE COST IN TIME IS CONSERVATIVELY BELIEVED TO BE AT LEAST $7,500. SUMMARIZING THESE FEW TROUBLE POINTS:

FISHERMAN'S WHARF	$9,400
FRONT STREET	4,500
QUINT STREET	6,200
HOTALING PLACE	4,400
16TH AND HARRISON	2,500
CATCHBASINS	7,500
	$34,500

FIRST YEAR COST OF PERSONNEL, EQUIPMENT, AND SUPPLIES REQUIRED FOR THE PROPOSED INDUSTRIAL WASTE PROGRAM.

I. PERSONNEL*

1 ASSISTANT I ENGINEER, CIVIL	$710	$ 710	
2 JUNIOR ENGINEERS, CIVIL	613	1,226	
1 CIVIL DRAFTSMAN, CIVIL	584	584	
1 CLERK STENO	425	425	
		$ 2,945	
	40% OVERHEAD	1,780	
	TOTAL	$ 4,725	PER MONTH
	OR	$56,700	PER YEAR

CONTINUED

C. SHOP EXPENSE P/S. REPAIR AND MAINTENANCE OF 19 CITY OWNED AUTOMOBILES ASSIGNED TO THE BUREAU. THE BUREAU HAS 19 AUTOMOBILES, 5 OF WHICH ARE USED REGULARLY BY SURVEY PARTIES. PRESENT CARS RANGE FROM 1951 MODELS TO 1960 MODELS. MAKES ARE FORD AND CHEVROLET EXCEPT FOR ONE J.M.C. STATION WAGON, AND TWO RAMBLERS. ESTIMATED 135,000 MILES X .026 = $3,510.00 -SAY $3,500.00

D. RECAPPING TIRES. TO RECAP TIRES FOR 19 AUTOMOBILES. 135,000 MILES X .00361 = $487.00
-412.00 FOR NEW TIRES (0E301)
$ 75.00

E. OFFICE EQUIPMENT - MAINTENANCE AND REPAIR. TO PUT FOLLOWING LISTED OFFICE MACHINES UNDER SERVICE AND REPAIR OFFICE FURNITURE, ERASING MACHINES, OVERHAULING TYPEWRITERS, ETC. HAVING SERVICE ON THESE MACHINES WILL PREVENT LARGE REPAIR BILLS IN THE FUTURE.

8	TYPEWRITERS (MANUAL)	$ 96.00
5	TYPEWRITERS (ELECTRIC)	173.00
10	CALCULATORS	451.00
4	ADDING MACHINES	83.00
1	MIMEOGRAPH	84.00
1	THERMOFAX	35.00
	MISCELLANEOUS REPAIRS	178.00
		$1,100.00

F. BLUEPRINTS, PHOTOGRAPHS, MAPS, ETC. P/S. BLUE PRINTING AND REPRODUCTION OF VARIOUS MAPS AND DRAWINGS OBTAINED THROUGH THE REPRODUCTION DEPARTMENT OF THE PURCHASER OF SUPPLIES. THE PRINTS SO OBTAINED ARE USED TO FURNISH INFORMATION AND ILLUSTRATE REPORTS IN CASES INVOLVING CITY TAX SUITS. ARMY & NAVY PRINTS MAY BE USED. SUCH PRINTS ARE ESSENTIAL TO SATISFACTORY PRESENTATION OF RECORDS AND LETTERS. PHOTOGRAPHS OF SIDEWALKS AND STREETS USED AS EVIDENCE IN DAMAGE SUITS AGAINST THE CITY. THESE PHOTOGRAPHS SAVE THE CITY THOUSANDS OF DOLLARS IN PAYMENT OF CLAIMS. $3,000.00

G. BLOCK BOOKS AS A SET OF THESE BOOKS CONSISTS OF 44 LARGE SIZED VOLUMES. THE BOOKS SHOW PRINCIPALLY LOTS AND OWNERSHIP AS COMPILED BY THE ASSESSOR'S OFFICE. THESE BOOKS ARE KEPT IN THE SURVEY DIVISION OF THE BUREAU WHERE THEY ARE AVAILABLE FOR THE EMPLOYEES OF THE BUREAU AND BY THE GENERAL PUBLIC. THEY ARE WIDELY USED. THE INFORMATION IN THESE BOOKS IS ESSENTIAL TO THE PROPER PLANNING OF MANY PROJECTS UNDERTAKEN BY THIS BUREAU. THE COST OF BINDING HAS RISEN 50% IN THE LAST YEAR. $980.27

H. HEAT - LIGHT - POWER P.U.C. GAS USED FOR BUNSON BURNERS AND OTHER EQUIPMENT IN BUREAU TESTING LABORATORY. THE GAS IS ESSENTIAL IN CONNECTION WITH NUMEROUS TESTS MADE IN THE LABORATORY. THE ESTIMATED COST IN DETERMINED BY THE PUBLIC UTILITIES. $60.00

I. NEWSPAPER - PERIODICALS. SUBSCRIPTIONS TO CITY NEWSPAPERS. ALSO A NUMBER OF TECHNICAL MAGAZINES IN THE FIELD OF HIGHWAYS, SEWERS, SEWAGE TREATMENT, CONSTRUCTION DESIGN AND TESTING. THESE MAGAZINES KEEP US ABREAST OF CHANGING CONSTRUCTION COSTS AND NEW METHODS OF DESIGN.

SUBSCRIPTIONS NOW IN FORCE:

AIR ENGINEERING	$ 3.00	LOCAL CLIMATOLOGICAL DATA	$ 3.00
AMERICAN CITY	4.00	P.C.I. JOURNAL	6.00
ARCHITECT & ENGINEER	5.00	PUBLIC WORKS MAGAZINE	8.00
CURRENT PRICE SERVICE	46.00	REALTY INDEX	100.00
CONCRETE CONSTRUCTION	4.00	WASTES ENGINEERING	3.00
CONSTRUCTION METHODS	4.00	WATER & SEWAGE WORKS	7.50
ELECTRICAL WORLD	12.00	DAILY NEWSPAPERS	87.00
ENGINEERING NEWS	12.00		$ 310.50
HEATING & PIPING	6.00		

J. TELEPHONE DIRECTORY SERVICE P/S. USED BY STREET AND SIDEWALK SECTION INSPECTION UNIT WHICH IS CONSTANTLY ENGAGED IN ENDEAVORING TO LOCATE PROPERTY OWNERS SO THAT NOTICES OF DEFECTIVE SIDEWALKS CAN BE SENT, ETC. $102.00

K. GENERAL PURPOSE DIGITAL COMPUTER - RENTAL. TO PROVIDE FOR THE CONTINUED USE OF AN ELECTRONIC DIGITAL COMPUTER IN ORDER TO PERPETUATE THE ALREADY REALIZED BENEFITS TO THE CITY, THESE BENEFITS BEING TIME SAVINGS, INCREASED SCOPE OF ENGINEERING INVESTIGATIONS, EXPEDITIOUS AND ACCURATE PRODUCTION OF WORK AND, MOST IMPORTANT, THE SUCCESSFUL PRECLUSION OF POSSIBLE LENGTHY DISPUTES WITH CONTRACTORS ON PAYMENT QUANTITIES. THE BENEFITS ARE TO BE FURTHER EXTENDED AND AMPLIFIED BY THE ADDITION OF TWO ADJUNCTS TO THE PRESENT COMPUTER--THE BURROUGHS A536 CARD INPUT CONTROL AND THE IBM SPECIAL 024 KEY PUNCH. THE ADJUNCTS WILL ADD VIRTUALLY COMPLETE "INPUT-OUTPUT" FLEXIBILITY AND TREMENDOUS PROGRAMMING CAPACITY TO THE COMPUTER, ALLOWING THE COMPUTER TO OPERATE AT OPTIMUM EFFICIENCY, EVEN UNDER CONDITIONS OF HIGHLY COMPLEX ENGINEERING INVESTIGATIONS.

ITEM		RENTAL, PER MONTH
BURROUGHS E-101 COMPUTER (INCL. SET OF PINBOARD)		$ 896.50
BURROUGHS A-536 CARD INPUT CONTROL		105.00
IBM - SPECIAL 024 KEY PUNCH		60.00
	TOTAL	$ 1,061.50
	TOTAL YEARLY RENTAL	$12,738.00

L. SEWAGE PUMP STATIONS AND TREATMENT PLANTS - INVESTIGATIONS, STUDIES, PLANS AND ESTIMATES. IN GENERAL TO INVESTIGATE COMPLAINTS AND SUGGESTED IMPROVEMENTS REFERRED TO THE BUREAU BY THE OPERATING DIVISION AND THE DIRECTOR TO INVESTIGATE PROPOSED CONNECTIONS TO EXISTING AND PROPOSED FACILITIES BY NEIGHBORING COUNTIES, THE ARMY, NAVY AND OTHER GOVERNMENTAL AGENCIES. IN ADDITION, CONTINUING WORK REQUIRED ON THE FOLLOWING ITEMS:

SEWAGE PUMPING STATIONS:

A) BRINGING UP TO DATE ALL MECHANICAL AND ELECTRICAL DRAWINGS AND SUPPLYING PRINTS TO THE OPERATING PERSONNEL.
B) ASSISTING IN FORMULATING OPERATING AND MAINTENANCE MANUAL, FOR ESTABLISHING THE NECESSARY SPECIFICATIONS & 11 DRAWINGS SHOWING ELECTRICAL CONTROLS AND WIRING AND EQUIPMENT PIPING AND VALVE LAYOUTS.
C) ENGINEERING STUDIES FOR MINOR IMPROVEMENTS.

SEWAGE TREATMENT PLANTS:

A) FLOW DIAGRAM DRAWINGS FOR NORTH POINT TREATMENT PLANT
B) ENGINEERING STUDIES FOR MINOR ALTERATIONS AND IMPROVEMENTS NOT SCHEDULED UNDER BOND FUNDS.

CONTINUED

L. SEWAGE PUMP STATIONS AND TREATMENT PLANTS - INVESTIGATIONS, STUDIES, PLANS AND ESTIMATES (CONTINUED)

C) DRAFTING SERVICES FOR OPERATIONAL CHARTS AND LAYOUTS.
D) INVESTIGATIONS.

ESTIMATED COST: $3,000.00

M. STREET LIGHTING BOND ISSUE - STUDIES AND PLANS. SOME OF THE OLDER CITY-OWNED AND PACIFIC GAS & ELECTRIC COMPANY-OWNED STREET LIGHTING INSTALLATIONS ARE INADEQUATE AND/OR ARE IN A DETERIORATING CONDITION. THE WELFARE OF TRAFFIC AND PEDESTRIANS DEMANDS THAT AT THE EARLIEST POSSIBLE DATE THESE LIGHTING FACILITIES BE IMPROVED OR REPLACED AS MAY BE NECESSARY. ALTHOUGH THE BUREAU OF LIGHT, HEAT AND POWER CAN ORDER THE PACIFIC GAS & ELECTRIC COMPANY TO IMPROVE OR MODERNIZE THEIR FACILITIES IT IS IN GENERAL TO THE CITY'S ADVANTAGE TO INSTALL CITY-OWNED STREET LIGHTING SYSTEMS WHERE POSSIBLE. IN GENERAL, UP TO THE PRESENT TIME, HOWEVER, ONLY SPECIAL ROAD IMPROVEMENT FUNDS HAVE BEEN MADE AVAILABLE FOR STREET LIGHTING PROJECTS. THESE FUNDS ARE VERY LIMITED AND IT IS IMPOSSIBLE TO ACCOMPLISH EVEN A SMALL PART OF THE WORK NECESSARY. CONSEQUENTLY, THE CITY STREET LIGHTING PROGRAM IS LAGGING AND CANNOT BE VITALIZED UNLESS AD VALOREM OR BOND FUNDS ARE MADE AVAILABLE SO THAT THE PROPOSED WORK CAN BE ACCOMPLISHED WITHIN A REASONABLE TIME, ESTIMATED TO BE FIVE YEARS. A PRELIMINARY ESTIMATE INDICATES THAT THE PROPOSED WORK WILL COST ABOUT $3,000,000. WE DO NOT ENTERTAIN MUCH HOPE THEREFORE OF ACCOMPLISHING THE REQUIRED PROGRAM DURING THE NEXT FIVE YEARS WITH FUNDS OBTAINED THROUGH YEARLY BUDGET REQUESTS. WE PROPOSE TO MAKE A STUDY OF THE NEED AND PREPARE A REPORT FOR A CITY-WIDE STREET LIGHTING PROGRAM WITH THE VIEW OF INITIATING A BOND ISSUE THEREFOR FOR SUBMITTAL TO THE ELECTORATE OF SAN FRANCISCO AT AN ELECTION IN THE REASONABLY NEAR FUTURE. AS THE ELECTRICAL SECTION OF THE DIVISION OF DESIGN IN THE BUREAU OF ENGINEERING DOES NOT HAVE ANY BUDGET EMPLOYEES ASSIGNED TO IT, IN ORDER TO MAKE THE STUDIES NECESSARY FOR THE PREPARATION OF THE REPORT WE WILL NEED $3,000.00

N. ENGINEERING SUPERVISION, STUDIES AND INVESTIGATIONS. THE SERVICES LISTED BELOW WILL BE PERFORMED BY A MECHANICAL ENGINEER, AN ELECTRICAL ENGINEER, A JUNIOR ENGINEER MECHANICAL, AND A DRAFTSMAN.

THE PRINCIPAL DUTY OF THE ENGINEERS IS TO ACT AS THE ADMINISTRATIVE HEAD OF A SECTION. THE WORK DONE BY THE ENGINEERS WILL INCLUDE MECHANICAL PROJECTS AS LISTED BELOW:

A) MAKING STUDIES AND ESTIMATES IN CONNECTION WITH THE INVESTIGATION OF COMPLAINTS OR SUGGESTED IMPROVEMENTS IN THE MECHANICAL ENGINEERING FIELD REFERRED TO THE BUREAU OF ENGINEERING BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR OF PUBLIC WORKS, AND BY OTHER CITY DEPARTMENTS. EXAMPLES OF WORK IN THIS CATEGORY RECENTLY COMPLETED ARE:
1. DESIGN AND COORDINATION OF THE CIVIC CENTER STEAM MAINS WHERE THEY ARE INVOLVED IN THE CIVIC CENTER GARAGE CONSTRUCTION.
2. INVESTIGATION AND STUDY OF THE ADEQUACY OF CANDLESTICK PARK FIRE PROTECTION SYSTEM.
3. STUDIES AND INVESTIGATION OF NOISE LEVELS DESIRABLE FOR MECHANICAL PARKING GARAGES.
4. DETERMINATION OF EQUIVALENT COMBINATIONS OF VARIOUS TYPES OF REFRACTORIES FOR USE IN INCINERATORS.

B) CONSULTATIONS, INVESTIGATIONS AND RECOMMENDATIONS, IN EMERGENCIES AND OTHERWISE, IN CONNECTION WITH THE OPERATION, MAINTENANCE AND REHABILITATION OF MECHANICAL INSTALLATIONS OF SEWAGE TREATMENT PLANTS, PUMPING STATIONS AND PUBLIC BUILDINGS FOR WHICH PROJECTS IT IS IMPRACTICABLE TO PROCESS THE SEPARATE WORK ORDERS, SO THAT THEY ARE BY DEFAULT CHARGED TO INAPPROPRIATE WORK ORDERS. EXAMPLES OF THIS TYPE OF WORK DONE IN THE PAST ARE:
1. INVESTIGATION OF UNDERGROUND DUCT WORK DRIPPING WATER AT THE MARINA SEWAGE PUMPING STATION.
2. INVESTIGATION, RECOMMENDATION AND ESTIMATE OF COST OF HEATING, VENTILATION AND PLUMBING WORK REQUIRED FOR THE REHABILITATION OF THE MORGUE BUILDING AT THE SAN FRANCISCO GENERAL HOSPITAL.
3. INVESTIGATION OF THE POTENTIAL CROSS-CONNECTIONS BETWEEN PROCESSED AND POTABLE WATER IN SEWAGE PUMPING STATIONS.
4. ADVISORY WORK ON SAFETY EQUIPMENT AND FACILITIES.

C) SUPERVISION OF THE DESIGN OF MECHANICAL IMPROVEMENTS FOR PUBLIC BUILDINGS.

D) PREPARATION AND MAINTENANCE OF MECHANICAL ENGINEERING STANDARDS.

E) BUDGET REQUEST INVESTIGATIONS AND COST ESTIMATES FOR ALL BUREAUS OF THE DEPARTMENT OF PUBLIC WORKS, IN PARTICULAR THE BUREAU OF ARCHITECTURE AND THE BUREAU OF BUILDING REPAIR, AND FOR OTHER AGENCIES. EXAMPLES OF THIS WORK ALREADY COMPLETED ARE:
1. ESTIMATE OF COST FOR THE VENTILATION OF COTTAGES AND BUILDINGS AT THE YOUTH GUIDANCE CENTER.
2. ESTIMATE OF COST FOR THE METER-TESTING STATION FOR THE SEALER OF WEIGHTS AND MEASURES.
3. ESTIMATE OF COST FOR THE REPLACEMENT OF PIPING AND PLUMBING FIXTURES FOR THE CITY HALL.
4. ESTIMATE OF COST FOR THE REPLACEMENT OF PLUMBING EQUIPMENT, BOILER BURNERS AND CONTROLS, STEAM PIPING, ELEVATOR HOISTING EQUIPMENT, ETC., AT COUNTY JAIL NO. 2 IN SAN BRUNO.
5. ESTIMATE OF COST FOR THE VENTILATION AND AIR CONDITIONING OF THE SUPERIOR COURTS, CITY ATTORNEY'S OFFICE AND LIBRARY, AND THE TAX COLLECTOR'S OFFICE IN THE CITY HALL.
6. ESTIMATE OF COST FOR A TEMPORARY HEATING SYSTEM AT THE CENTRAL POLICE STATION (HALL OF JUSTICE).

F) ADMINISTRATIVE AND SUPERVISORY DUTIES
1. ATTENDING CONFERENCES ON MATTERS FOR WHICH NO FUNDS HAVE BEEN SET UP.
2. MAKING ESTIMATES OF SECTION PERSONNEL REQUIREMENTS.
3. INTERVIEWING NEW EMPLOYEES AND INSTRUCTING THEM IN VARIOUS CITY CHARTER AND DEPARTMENT RULES.
4. REVIEWING EMPLOYEE TIME SHEETS TO ENSURE PROPER ASSIGNMENT OF JOB CHARGES.
5. ESTIMATING AND REQUESTING FUNDS FOR INDIVIDUAL PROJECTS TO BE WORKED ON IN THE NEXT QUARTER.
6. GATHERING AND WRITING INFORMATION FOR THE SECTION'S ACTIVITIES FOR THE ANNUAL REPORT.
7. PREPARING BUDGET REQUESTS FOR REQUIRED OFFICE MATERIALS AND EQUIPMENT.
8. TRAINING NEW EMPLOYEES IN THEIR ASSIGNMENTS AND EVALUATING THEIR WORK DURING THE PROBATIONARY PERIOD.

ELECTRICAL PROJECTS AS LISTED BELOW:

A) MAKING STUDIES AND ESTIMATES IN CONNECTION WITH INVESTIGATION OF COMPLAINTS OR SUGGESTED IMPROVEMENTS IN THE ELECTRICAL FIELD REFERRED TO THE BUREAU BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR AND OTHER DEPARTMENTS.

B) CONSULTATIONS, INVESTIGATIONS AND RECOMMENDATIONS, IN EMERGENCIES AND OTHERWISE, IN CONNECTION WITH OPERATION AND MAINTENANCE OF ELECTRICAL INSTALLATIONS AT SEWAGE TREATMENT PLANTS AND PUMPING STATIONS, AND IN PUBLIC BUILDINGS FOR WHICH IT IS IMPRACTICABLE TO PROCESS THE SEPARATE WORK ORDERS, SO THAT THEY ARE THEREFORE BY DEFAULT CHARGED TO INAPPROPRIATE ACCOUNTS.

C) REPRESENT DEPARTMENT OF PUBLIC WORKS ON SAN FRANCISCO COMMITTEE ON CORROSION.

D) CONSULTATION WITH DEPUTY AND CITY ATTORNEYS IN PREPARATION OF THEIR CASES REGARDING ACTIONS BY THE P.U. & E., THE PACIFIC TELEPHONE AND TELEGRAPH COMPANY AND VARIOUS INDIVIDUALS AGAINST THE CITY.

CONTINUED

N. ENGINEERING SUPERVISION, STUDIES AND INVESTIGATIONS (CONTINUED)

E) TESTIFYING IN COURT ON BEHALF OF CITY IN LITIGATION WITH PACIFIC TELEPHONE AND TELEGRAPH COMPANY.

F) CONSULTATION WITH REDEVELOPMENT AGENCY ON DIAMOND HEIGHTS, GOLDEN GATEWAY AND WESTERN ADDITION REDEVELOPMENT PROJECTS.

G) ELECTROLYSIS INVESTIGATIONS OF PIPE LINES, REINFORCED CONCRETE STRUCTURES, ETC.

H) LIGHTING AND POWER IMPROVEMENTS FOR PUBLIC BUILDINGS.

I) PREPARATION AND MAINTENANCE OF ELECTRICAL ENGINEERING STANDARDS.

J) BUDGET INVESTIGATIONS. ESTIMATES FOR ALL BUREAUS OF DEPARTMENT OF PUBLIC WORKS, PARTICULARLY BUREAU OF ARCHITECTURE AND BUREAU OF BUILDING REPAIR, AND OTHER CITY AGENCIES.

K) PRELIMINARY WORK IN CONNECTION WITH STREET LIGHTING PROJECTS FORMERLY DONE BY BUDGET PERSONNEL IN THE BUREAU OF LIGHT, HEAT AND POWER BUT NOW TRANSFERRED TO THE DEPARTMENT OF PUBLIC WORKS.

A FEW OF THE PROJECTS WORKED ON BY THE ELECTRICAL SECTION WHICH WERE NOT CHARGEABLE TO ANY INTERDEPARTMENTAL ACCOUNTS ARE INCLUDED IN THE ATTACHED SUMMARY.

1. CROWN ZELLERBACH BUILDING. CONSULTATIONS WITH ENGINEERS AND ARCHITECTS FOR THE PROJECT. ENGINEERING STUDIES AND PLANS FOR REQUIREMENTS OF STREET LIGHTING AND TRAFFIC SIGNALS.
2. DIAMOND HEIGHTS DEVELOPMENT. PRELIMINARY ENGINEERING STUDIES, ESTIMATES AND CONFERENCES FOR THE INSTALLATION OF ELECTRICAL FACILITIES AND STREET LIGHTING.
3. WESTERN ADDITION REDEVELOPMENT. PRELIMINARY ENGINEERING STUDIES, ESTIMATES AND CONFERENCES FOR THE INSTALLATION OF ELECTRICAL FACILITIES, INCLUDING STREET LIGHTING AND TRAFFIC SIGNALS.
4. AIR RAID SIRENS. PRELIMINARY STUDIES, CONFERENCES AND ENGINEERING ESTIMATES FOR THE INSTALLATION OF ADDITIONAL AIR RAID SIRENS.
5. CIVIC AUDITORIUM. PRELIMINARY ENGINEERING STUDIES AND ESTIMATE RELATIVE TO ELECTRIC SERVICES AND REHABILITATION OF BUILDING.
6. BROADWAY TUNNEL. INVESTIGATIONS AND ENGINEERING STUDIES RELATIVE TO THE INSTALLATION OF RADIO ANTENNA IN THE TUNNEL.
7. 1961-62 BUDGET.
8. ANNUAL REPORT.
9. STREET LIGHTING INVESTIGATIONS.
10. DEPARTMENT OF ELECTRICITY MAINTENANCE SHOP. ESTIMATES OF COST.
11. CONSULTATION WITH STATE DIVISION OF HIGHWAYS ON STREET LIGHTING AND TRAFFIC SIGNALS RELATED TO FREEWAYS.
12. DISCUSSIONS WITH OUTSIDE ENGINEERS PREPARING PLANS FOR PROJECTS SUCH AS: NEW HALL OF JUSTICE, SAN FRANCISCO HOSPITAL, SOUTHERN FREEWAY, CROSSTOWN FREEWAY, S.F. MUNICIPAL STADIUM, CIVIC CENTER GARAGE, LAGUNA HONDA HOME.

THE WORK DONE BY THE JUNIOR ENGINEER, MECHANICAL, WILL INCLUDE:

1. MAKING SKETCHES OF PROPOSED WORK FOR BUDGET REQUEST ESTIMATES.
2. MAKING FIELD INVESTIGATIONS AND REPORTS ON WORK PROPOSED FOR BUDGET REQUEST ESTIMATES.
3. ASSISTING THE SECTION ENGINEER IN GATHERING INFORMATION FOR MAKING STUDIES AND ESTIMATES IN CONNECTION WITH COMPLAINTS OR SUGGESTED IMPROVEMENTS IN THE MECHANICAL ENGINEERING FIELD REFERRED TO THE BUREAU OF ENGINEERING BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR OF PUBLIC WORKS, OR OTHER CITY DEPARTMENTS.
4. ASSISTING THE SECTION ENGINEER IN INVESTIGATIONS IN CONNECTION WITH THE OPERATION, MAINTENANCE AND REHABILITATION OF MECHANICAL INSTALLATIONS AT THE SEWAGE TREATMENT PLANTS, PUMPING STATIONS AND PUBLIC BUILDINGS.
5. PREPARING AND MAINTAINING MECHANICAL ENGINEERING STANDARDS.
6. DOING GENERAL ENGINEERING OFFICE PROCEDURE WORK.

SERVICES OF DRAFTSMAN WILL INCLUDE:

1. MAKING PRELIMINARY SKETCHES AND ESTIMATES IN CONNECTION WITH THE INVESTIGATION OF COMPLAINTS OR SUGGESTED IMPROVEMENTS, REFERRED TO THE BUREAU OF ENGINEERING BY THE MAYOR, CHIEF ADMINISTRATIVE OFFICER, DIRECTOR OF PUBLIC WORKS, AND OTHER CITY DEPARTMENTS.
2. BUDGET INVESTIGATIONS, ESTIMATES AND PRELIMINARY SKETCHES FOR ALL BUREAUS OF THE DEPARTMENT OF PUBLIC WORKS, PARTICULARLY BUREAU OF BUILDING REPAIR AND BUREAU OF ARCHITECTURE, AND OTHER CITY AGENCIES.
3. OTHER MISCELLANEOUS WORK: A FEW OF THE TYPICAL ASSIGNMENTS COMPLETED DURING THE PAST YEAR FOR WHICH NO FUNDS AND NO BUDGET EMPLOYEES WERE AVAILABLE AND WHICH REQUIRED THE SERVICES OF A CIVIL ENGINEER-DRAFTSMAN ARE LISTED BELOW:
   A) BUDGET
   B) JAMESTOWN AVENUE PEDESTRIAN OVERPASS - COST ESTIMATE
   C) ANNUAL REPORT
   D) HUNTERS POINT AREA STREET LIGHTING - INVESTIGATION
   E) STREET VACATIONS AND SURPLUS CITY PROPERTY
      FOOTE AVENUE EAST OF SAN JOSE
      FREEMAN COURT
      ELM STREET
      MANGELS, DETROIT TO EDNA
      SAN JOSE AVENUE AT ST. MARY'S
      ARCH STREET
      EDNA STREET
      ANKENY AND DELTA
      LINDEN STREET
      TWENTY-FIFTH AVENUE
      GENEVA AND ROLPH
      KANSAS AND MARIN
      LAGUNA HONDA BOULEVARD
      LIBERTY AND SANCHEZ
      MANSELL STREET
      MARKET AND CLAYTON
      MARKET AT MORGAN ALLEY
      MARKET, BLOCK 2659
      MELROSE AVENUE AND CONGO STREET
      PORTOLA DRIVE BLOCK 2643
      TALA STREET AND RIDGE LANE

N. IF THE INDIVIDUAL POSITIONS OF MECHANICAL ENGINEER, ELECTRICAL ENGINEER, JUNIOR ENGINEER MECHANICAL AND DRAFTSMAN REQUESTED ELSEWHERE ARE APPROVED THIS REQUEST IS TO BE CANCELLED.

O. PREPARATION OF THE NEW EDITION OF THE BUREAU OF ENGINEERING STANDARD SPECIFICATIONS. AT THE PRESENT TIME THERE IS A VERY LIMITED SUPPLY OF STANDARD SPECIFICATIONS AND REPRINTING THEREOF WILL BE NECESSARY WITHIN THE NEXT 18 MONTHS. BECAUSE OF CONTINUING ADVANCEMENT AND IMPROVEMENT IN METHODS OF CONSTRUCTION AND THE DEVELOPMENT AND THE INTRODUCTION OF NEW EQUIPMENT, TOOLS, AND MATERIALS, MANY OF THE PROVISIONS IN THE CURRENT STANDARD SPECIFICATIONS PREPARED IN 1955 AND PUBLISHED IN 1956 ARE NOW OBSOLETE OR NOT ENTIRELY APPLICABLE TO PRESENT DAY SITUATIONS. THE QUESTIONABLE STATUS OF SOME OF THE PROVISIONS NOT ONLY RESULTS IN LOST TIME IN PREPARING, EDITING AND TYPING SPECIAL PROVISIONS FOR THE VARIOUS PROJECTS, BUT ALSO SLOWS DOWN AND MAKES IT DIFFICULT TO CONTROL CONSTRUCTION OPERATIONS. THEREFORE, BEFORE REPRINTING THE STANDARD SPECIFICATIONS, WE PROPOSE TO REVIEW THE CURRENT ISSUE WITH THE VIEW OF INCORPORATING IN THE REVISED ISSUE, THE LATEST TECHNIQUES AND CONSTRUCTION METHODS AND EQUIPMENT AND MATERIAL ADVANCEMENTS APPLICABLE TO OUR WORK. WE ESTIMATE THAT THE REVIEW AND REVISION OF THE EXISTING STANDARD SPECIFICATIONS WILL REQUIRE THE SERVICES OF AN ENGINEER, CIVIL (II) FOR 8 MONTHS; AND ENGINEER ELECTRICAL (II) FOR TWO MONTHS; AND AN ENGINEER MECHANICAL (II) FOR TWO MONTHS. AS THE SPECIFICATIONS SECTION OF THE DIVISION OF DESIGN IN THE BUREAU OF ENGINEERING DOES NOT HAVE ANY BUDGET EMPLOYEES ASSIGNED TO IT, THESE FUNDS ARE NECESSARY TO OUR PERFORMANCE OF THE WORK. FOR THESE SERVICES WE WILL NEED $15,000.00. $7,500.00 INCLUDED IN THE GENERAL FUND REQUEST 1,421,265.000, AND $7,500 IN GAS TAX BUDGET, APPROPRIATION 1.684.265.000.

P. MAP BOOKS - SAN FRANCISCO INSURANCE MAPS. THERE ARE 11 OF THESE VOLUMES AND THEY ARE CORRECTED EACH YEAR, USUALLY MONTHLY. THE AVERAGE CORRECTION IS $66.00 PER [illegible]. THESE MAPS SHOW EVERY BUILDING IN THE CITY, TYPE OF CONSTRUCTION, NUMBER OF STORIES, HOUSE NUMBERS AND OTHER INFORMATION. THESE BOOKS ARE USED IN ALL TYPES OF DESIGN WORK FOR IMPROVEMENTS. THEY ARE ALSO USED BY BUREAU OF ARCHITECTURE, REAL ESTATE DEPARTMENT AND CITY PLANNING COMMISSION. $726.00.

Q. AUXILIARY WATER SUPPLY - MAPS AND RECORDS. MAINTAINING AND PRINTING MASTER AUXILIARY WATER SUPPLY SYSTEM MAPS AND RECORDS AND INVESTIGATION WORK IN CONNECTION WITH STREET VACATIONS AND REQUESTS FOR INFORMATION FROM OUTSIDE AGENCIES REGARDING THE AUXILIARY WATER SUPPLY SYSTEM $ 500.00
BRINGING THE AUXILIARY WATER SUPPLY SYSTEM MAPS AND RECORDS UP TO DATE. CORRECT INFORMATION IS ESSENTIAL FOR PROPER PLANNING IN CONNECTION WITH THE CONTINUING STREET AND HIGHWAY AND FREEWAY PROGRAMS AND TO PROVIDE REFERENCES FOR MAINTENANCE AND USE OF THE SYSTEM IN CASE OF EMERGENCY 1,000.00
REVIEW OF APPROXIMATELY 1500 STANDARDS PLANS FOR A.W.S.S. SYSTEM, WHICH PLANS HAVE NOT BEEN THOROUGHLY REVIEWED SINCE 1941. CONSIDERABLE SAVING WILL BE EFFECTED BY INCORPORATING IN THESE PLANS THE NEW MATERIALS AND CONSTRUCTION METHODS DEVELOPED SINCE THAT TIME. THIS WORK IS INTENDED TO BE A CONTINUING PROGRAM OVER PROBABLY THE NEXT FIVE YEARS, AND FUNDS WILL ALSO BE REQUESTED IN FUTURE BUDGETS 1,000.00
BLUEPRINTING 500
$3,000.00

R. MISCELLANEOUS CONTRACTURAL SERVICES. MISCELLANEOUS REPAIR AND MAINTENANCE WORK WITHIN THE BUREAU, DRAFTING ROOM EQUIPMENT, PLANIMETERS, ERASING MACHINES, ETC. THE ADDITIONAL AMOUNT NEEDED BECAUSE OF THE AGE OF THE EQUIPMENT, PARTICULARLY SWIVEL CHAIRS AND DRAFTING CHAIRS. $300.00.

S. AUXILIARY WATER SUPPLY SYSTEM - ENGINEERING STUDIES FOR FIRE DEPARTMENT. STUDIES AND PRELIMINARY DESIGN, TOGETHER WITH ESTABLISHMENT OF PRIORITY, FOR [illegible] EXPANSION OF EXISTING A.W.S.S. IN AREAS NOW NOT SERVED, AS REQUESTED BY THE FIRE DEPARTMENT. (WAS IN GENERAL OFFICE BUDGET 1960-61.) $2,000.00.

T. INDUSTRIAL WASTES CONTROL PROGRAM. THE PROPOSED PROGRAM IS NEEDED TO CONTROL THE DISCHARGE OF WATER AND WASTE INTO THE PUBLIC SEWER SYSTEM AS NECESSARY TO ELIMINATE VIOLATION OF SPECIFIC LIMITATIONS OF DISCHARGE AND TO ENFORCE OTHER CONDITIONS SET FORTH UNDER ORDINANCE NO. 7425 REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS; PRIVATE DISPOSAL OF SEWAGE; USE OF GARBAGE GRINDERS IN INDIVIDUAL DWELLING UNITS AND THE DISCHARGE OF WATERS AND WASTES INTO THE PUBLIC SEWER SYSTEM, CONTIGUOUS SHORE OR LAKE WATERS OF THE CITY AND COUNTY OF SAN FRANCISCO. FAILURE TO CONTROL WASTES DISCHARGE RESULTS IN INCREASED DEPOSITS IN SEWER, [illegible] REMOVAL OF WHICH COST [illegible] $60,000.00 YEARLY, AND DECREASED LIFE OF SEWERS AND STRUCTURES, PRESENTS HAZARDS TO EMPLOYEES, AND ADVERSELY AFFECTS TREATMENT PLANT OPERATION AND PLANT EFFLUENTS. THE COST OF THE PROGRAM FOR THE FIRST YEAR INCLUDING PERSONNEL, EQUIPMENT AND SUPPLIES IS:

1.	PERSONNEL	$56,700.00	FOR BREAKDOWN OF POSITIONS AND POSITION ASSIGNMENTS SEE BELOW
2.	SUPPLIES	1,300.00	
3.	EQUIPMENT	6,000.00	FIELD VAN (TRUCK ($4000) AND DETECTION EQUIPMENT ($2000))
	TOTAL	$64,000.00	

SUPPORTING DATA FOR PROPOSED INDUSTRIAL WASTE PROGRAM. SUBSEQUENT TO 1952, WHEN THE NORTH POINT SEWAGE TREATMENT PLANT AND THE SOUTHEAST SEWAGE TREATMENT PLANT WERE COMPLETED AND PLACED INTO OPERATION, THE DEPARTMENT OF PUBLIC WORKS INITIATED ORDINANCE NO. 7425 REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS; PRIVATE DISPOSAL OF SEWAGE; USE OF GARBAGE GRINDERS IN INDIVIDUAL DWELLING UNITS AND THE DISCHARGE OF WATERS AND WASTE INTO THE PUBLIC SEWER SYSTEM, CONTIGUOUS SHORE OR LAKE WATERS OF THE CITY AND COUNTY OF SAN FRANCISCO. THIS ORDINANCE, NOW ARTICLE 4, CHAPTER 10 OF THE PUBLIC WORKS CODE, IS NECESSARY TO ELIMINATE DISCHARGE WHICH WILL:

1. RENDER IT DIFFICULT FOR ANY WORKMEN TO REPAIR THE SEWAGE WORKS, OR CAUSE OBSTRUCTION TO THE FLOW OF SEWERS, OR OTHERWISE INTERFERE WITH PROPER OPERATIONS OF THE SEWAGE WORKS.
2. CAUSE DAMAGE OR HAZARD TO STRUCTURES, EQUIPMENT OR PERSONNEL ENGAGED IN OPERATION AND MAINTENANCE OF SEWAGE WORKS.
3. CAUSE INJURY OR INTERFERENCE WITH THE SEWAGE TREATMENT PROCESS, CONSTITUTE A HAZARD TO HUMANS OR ANIMALS, OR CREATE A HAZARD IN THE RECEIVING WATERS OR THE EFFLUENT OF THE SEWAGE TREATMENT PLANT.
4. REQUIRE ABNORMAL ATTENTION OR RESULT IN ADDITIONAL EXPENSE FOR HANDLING AT THE SEWAGE TREATMENT PLANTS.
5. CREATE PUBLIC NUISANCES.

THE DEVELOPMENT OF A PROGRAM TO CONTROL THE DISCHARGE OF WATER AND WASTE INTO THE PUBLIC SEWER SYSTEM AS NECESSARY TO ELIMINATE VIOLATION OF THE SPECIFIC LIMITATIONS OF DISCHARGE, AND TO ENFORCE OTHER CONDITIONS SET FORTH UNDER ORDINANCE NO. 7425, WAS MADE THE RESPONSIBILITY OF THE DEPARTMENT OF PUBLIC WORKS, AND A BUDGET POSITION FOR AN ASSISTANT ENGINEER II, MECHANICAL, WAS ASSIGNED TO THE DEPARTMENT TO IMPLEMENT THIS PROGRAM. IT SOON WAS APPARENT, HOWEVER, THAT A PROGRAM TO INSPECT AND CONTROL THE DISCHARGE FROM THE APPROXIMATELY FOUR THOUSAND INDUSTRIES IN SAN FRANCISCO WAS BEYOND THE CAPACITY OF ONE MAN. THE ADVERSE EFFECT OF THE DISCHARGE OF WASTE MATERIAL IN VIOLATION OF THE ORDINANCE IS MADE EVIDENT BY THE FOLLOWING ILLUSTRATIONS:

A. IT IS NECESSARY, AT TIMES, FOR THE BUREAU OF SEWER REPAIR TO CLEAN OUT SEWERS OR REMOVE OBSTRUCTIONS THEREFROM BECAUSE SOLID OR OTHER VISCOUS SUBSTANCES CAUSING OBSTRUCTION TO THE FLOW ARE DEPOSITED THEREIN. AT ONE SEWER IN THE VICINITY OF THE READY MIX CEMENT PLANTS, THE CITY MUST CONTINUALLY REMOVE CONCRETE FROM THE SEWER OR THE SEWER CAPACITY IS REDUCED TO A FRACTION OF ITS DESIGN CAPACITY. IN ANOTHER INSTANCE, IT IS KNOWN THAT THE WASTE FROM A CAN WASHING PLANT HAS BLOCKED A 12" DIAMETER SEWER COMPLETELY. IN SIX SPECIFIC LOCATIONS, DETAILED IN LIST OF SEWER CLEANING ACTIVITIES BELOW, THE COST IN LABOR AND EQUIPMENT FOR CLEANING THE SEWER LAST YEAR WAS $35,000.00. IT IS CONSERVATIVELY ESTIMATED THAT THE TOTAL COST TO THE CITY FOR REMOVING INDUSTRIAL WASTE MATERIAL FROM SEWERS EXCEEDS $60,000.00 A YEAR. THIS FIGURE DOES NOT INCLUDE ANY COST FOR THE MORE FREQUENT REPAIR OF THE SEWERS WHICH IS DUE TO DETERIORATION BROUGHT ABOUT BY INDUSTRIAL WASTE.

CONTINUED

II. MATERIAL AND EQUIPMENT

FIELD VAN (TRUCK)	$4,000	
DETECTION EQUIPMENT	2,000	
SUPPLIES	1,300	$ 7,300
GRAND TOTAL		$64,000

*THE CITY OF LOS ANGELES HAS 24 AND THE COUNTY OF LOS ANGELES 41 EMPLOYMENTS PERFORMING THIS WORK.

PROPOSED INDUSTRIAL WASTE PROGRAM STAFF ASSIGNMENT

		EXIST. POSITION	REQUESTED NEW POSITIONS			
		ASST. II MECH.	ASST. I CIVIL	2-JR.ENGR. CIVIL	DRFT.	CLERK STENO
I	ADMINISTRATION - COORDINATING WITH AGENCIES; REVISIONS TO ORDINANCES; PLANNING AND DIRECTION OF PROGRAM; CORRESPONDENCE; PROGRESS REPORTS.	X	-	-	-	X
II	EDUCATION PROGRAM - BROCHURES, SPEECHES, EXPLAINING DETRIMENTAL EFFECT OF INDUSTRIAL WASTE; COST TO TAXPAYER.	X	-	-	-	X
III	DETECTION - ISOLATING VIOLATIONS TO ORDINANCE; REPORTING EVIDENCE BY CHEMICAL TESTS, PHOTOGRAPHS, DYE TESTS, ETC.; INSPECTION OF PRIVATE INDUSTRIES OPERATION; SAMPLING.	-	-	X	-	-
IV	EVALUATION- DETERMINING IF INDUSTRIAL WASTE DISCHARGE CREATES A DETRIMENTAL EFFECT TO SEWERS OR TREATMENT PLANTS; EVALUATING COSTS OF SUCH EFFECT	X	X	-	-	-
V	TECHNICAL ASSISTANCE - DEVELOPING STANDARD PLANS FOR ROUTINE CASES; GENERAL GUIDANCE (NOT SPECIFIC CORRECTION) FOR LARGE INDUSTRIES, PROVIDING SEWER MAPS AND TEST RESULTS TO INDUSTRIES CONCERNED.	-	X	X	-	-
VI	ENFORCEMENT - INITIATING NOTIFICATION OF VIOLATION (REQUESTING CORRECTION; PROGRESS REPORTS, ETC.); SECOND NOTIFICATION REQUESTING ACTION AND SETTING DATE FOR ISSUANCE OF CEASE AND DESIST ORDER; ISSUANCE OF CEASE AND DESIST AND INITIATING INJUNCTION RESTRAINING ORDER.	X	X	-	-	-
VII	RECORDS, MAPS AND PLANS - RECORDS OF VIOLATIONS TO AID IN DETECTION.	-	-	-	X	X

U. ALLOWANCE FOR USE OF EMPLOYEES CARS. ESTIMATED MILEAGE IS 1,025 MILES PER MONTH
x 12 MONTHS
12,300 MILES PER YEAR
AT .10 PER MILE
$ 1,230.00

V. SEWAGE SERVICE - HASSLER HEALTH HOME. FUNDS TO PAY THE CITY OF SAN CARLOS THE ANNUAL COST FOR THE TREATMENT OF SEWAGE WHICH ITS SYSTEM RECEIVES FROM HASSLER HEALTH HOME, PURSUANT TO AGREEMENT BETWEEN SAN CARLOS AND SAN FRANCISCO IN ORDINANCE NO. 94777. $500.00

W. ADDITIONAL FUNDS TO BE REQUESTED 1960-61.

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

932

Department, Board or Commission PUBLIC WORKS — Bureau or Division ENGINEERING — Appropriation Number 1,421 — Sheet Number 7 of 14 Sheets — Index Number 421

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ordinance No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													300.000	MATERIALS & SUPPLIES															
2	127				275					143	82	225	301	Tires and Auto Supplies			412		137			375			375				A
3	87				130					163	87	250	304	Monuments & Stakes			250		120			250			200				A-1
4	340				330					223	100	323	305	Survey - Lab. & Misc. Supplies			700		470			600			400				C.
5	1705				2100					1011	1089	2100	311	Gasoline and Oil P/S			2660		560			2400			2,100				D
6	-				-					-	-	-	362	Laboratory Glassware			200		200			200			200				E
7	-				70					-	84	84	370	City Directory			84		14			84			84				F-1
8	1024				1450					492	958	1450	371	Stationery & Office Supplies			1500		50			1500			1,450				L
9	901				900					544	256	800	372	Drafting Supplies			1000		200			1000			800				M
10	-				-					-	-	-	300	Materials & Supplies for Rec.-Park Dept. Services			2800		2800			2800			1,000				I
11	4553				5905					2456	2856	5282		GROSS MATERIALS & SUPPLIES			9606		4551			9209			6,609				
12	1705				2100					1011	1089	2100		Transfer to Purchaser			2660		560			2400			2,100				
13	2848				3805					1445	1767	3182		NET MATERIALS AND SUPPLIES			6946		3991			6809			4,509				
14																													
15																													
16																													
17													300.000	MATERIALS & SUPPLIES															
18	-				-					-	-	-		Industrial Wastes Control			1300		1300			1300			0				J
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TIRES AND AUTO SUPPLIES. AMOUNT REQUESTED $412.00 TO SUPPLY THE NEEDS FOR NEW TIRES AND TUBES FOR 19 CITY-OWNED VEHICLES.

135,000 X .00361 = $487.00
- 75.00 FOR RECAP. TIRES (0E216)
$412.00

SURVEY MONUMENTS AND STAKES. (REFER TO ADMINISTRATIVE BULLETIN #5) AMOUNT REQUESTED $250.00. FOR MONUMENTS TO MARK MONUMENT LINES THROUGHOUT THE CITY. STAKES FOR LINE AND GRADE ON STREET IMPROVEMENTS. ALSO USED IN NEW SUBDIVISIONS.

1. SUPPLIES:	CARBON TET AND SOLVENTS	25 GALS	AT $6.	$150.00
	CONCR. CYL. MOLD 6"X12"	100	AT 30/100	30.00
	CONCR. CYL. MOLD 6"X9"	1000	AT 30/100	300.00
	SAND			100.00
	MISCELLANEOUS SMALL TOOLS			100.00
				$680.00 SAY $700.00

GASOLINE AND OIL P/S. (REFER TO ADMINISTRATIVE BULLETIN #5) AMOUNT REQUESTED $2,660.00. GASOLINE AND OIL FOR 19 DPW AUTOMOBILES.

135,000 MILES AT .0197 = $2,660.00

LABORATORY GLASSWARE.
1. USE: RUN VARIOUS LAB TESTS.
2. NEED: REPLACE EQUIPMENT THAT IS BROKEN OR UNUSABLE.
3. EST. COST: $200.00
4. DIV.PRIORITY: 1

CITY DIRECTORY. (REFER TO ADMINISTRATIVE BULLETIN #5) AMOUNT REQUESTED $84.00. USED BY VARIOUS SECTIONS OF THE BUREAU TO LOOK UP ADDRESSES OF PERSONS TO WHOM NOTICES TO REPAIR SIDEWALKS, NOTICES OF IMPROVEMENTS, ETC., ARE TO BE SENT.

STATIONERY - OFFICE SUPPLIES. (REFER TO ADMINISTRATIVE BULLETIN #5) AMOUNT REQUESTED $1,500.00. LETTERHEADS, ENVELOPES, CARBON PAPER, FILING SUPPLIES, FILE POCKETS, MIMEOGRAPH INK, STENCILS, FLASHLIGHTS & BATTERIES, FOLDERS AND OTHER STATIONERY NECESSARY TO RUN THE BUREAU.

DRAFTING SUPPLIES. (REFER TO ADMINISTRATIVE BULLETIN #5) AMOUNT REQUESTED $1000.00. TRACING PAPER AND CLOTH, CROSS-SECTION PAPER AND PADS, DRAFTING PAPER, DRAFTING AND COLORED PENCILS, ERASERS, T. SQUARES, PAPER CEMENT, SCOTCH TAPE, ETC.

MATERIAL & SUPPLIES FOR EMPLOYEES ASSIGNED TO PERFORM SERVICES FOR THE PARK-RECREATION DEPARTMENT. FUNDS TO BE TRANSFERRED FROM PARK-RECREATION DEPARTMENT BY DUDGET TRANSFER:

STATIONERY AND OFFICE SUPPLIES	$ 800.00	
DRAFTING & PHOTOGRAPHIC EQUIPMENT	1,500.00	
MAPS: PRINTS OF AN AERIAL SURVEY OF SAN FRANCISCO. WILL INCREASE THE EFFICIENCY OF THE ENGINEERING SECTION AT McLAREN LODGE AND DECREASE THE NUMBER OF WORKING HOURS NOW SPENT IN SEARCHING FOR THIS MATERIAL ELSEWHERE	500.00	
	$2,800.00	

MATERIAL & SUPPLIES - INDUSTRIAL WASTE CONTROL. MATERIAL & SUPPLIES NEEDED FOR TESTING AND DETECTION OF VIOLATIONS TO ORDINANCE 7475.

GLASSWARE & MISCELLANEOUS LABORATORY SUPPLIES - (NEW SUPPLY)		
GLASSWARE	$ 600.00	
MISCELLANEOUS LABORATORY SUPPLIES	250.00	$ 850.00
CHEMICALS, FLOATS & DYES -(NEW SUPPLY). NECESSARY CHEMICALS TO PERFORM THE TEST ON THE SAMPLES OBTAINED AND FLOATS AND DYES TO DETERMINE THE FLOWS, RATE AND ORIGIN OF SEWER.		
CHEMICALS	$ 150.00	
FLOATS & DYES	50.00	200.00
REPRODUCTION PAPER, FILM, ETC. - (NEW SUPPLY). TO PRODUCE COPIES OF DRAWINGS AND TABULATIONS INCIDENTAL TO SHOWING ORIGIN OF SAMPLES, AREAS OF WORK, ETC. FILM IS FOR USE IN POLOROID CAMERA REQUESTED UNDER EQUIPMENT REQUISITIONS.		250.00
		$1,300.00

ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61.

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

934

Department Board or Commission: PUBLIC WORKS — Bureau or Division: ENGINEERING — Appropriation Number: 1.421 — Sheet Number 8 of 14 Sheets — Index Number 421

Line Number	Actual Expenditures 1959-60 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable Last 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols 3 and 5 (—) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols 3 and 5 (—) Decrease: Amount	Recommended by Office Board, Commission or Department: Number of Employees	Recommended by Office Board, Commission or Department: Rate	Recommended by Office Board, Commission or Department: Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount	Account Index	Line Number
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C. 21	A. 22	O.	23	24	25	26	27	28		
1	2029				3940					3630	--	3630	400	EQUIPMENT 1961-62				-3940													1
2														NEW																	2
3													402	4 - 5 Drawer Steel Filing Cabinet Units			750	750				-								A	3
4													402	4 - 4 Drawer Filing Cabinets - Legal			640	640				-								B	4
5													402	2 - Vertical Plan Files			1200	1200				1200			0					C	5
6													402	8 - Reference Drawer Units			1200	1200				1200			0					D	6
7													402	1 - Plan Hold Stand with Accessories			145	145				145			0					E	7
8													402	3 - Plan Rack Units - Swing-Away Style			600	600				600			0					F	8
9													402	9 - Drafting Desk Lamps with Bases & Clamps			225	225				225			0					G	9
10													402	3 - Hamilton Plan Files			585	585				585			0					d	10
11													402	4 - 5 Drawer Filing Cabinets - Legal - Steel			720	720				720			0					I	11
12													402	36 Plan Holders			179	179				179			0					J	12
13													402	1 - Plan Drawer Filing Unit			470	470				470			0					K	13
14													402	1 - Plan Drawer Filing Unit			100	100				100			0					L	14
15													402	2 - Plan Holders-Wall Type			260	260				260			0					M	15
16													414	2 Stop Watches			79	79				-								N	16
17													414	2 "Vemco" Drafting Machines			240	240				-								O	17
18													414	1 "Rolatape" with Case			62	62				-								P	18
19													414	2 Electric Erasing Machines			71	71				-								Q	19
20													414	1 - 60" Steel Straight Edge			23	23				23			0					R	20
21													414	1 Parallel Ruling Straight Edge - 54"			29	29				29			0					S	21
22													414	1 Leroy Lettering Set			115	115				115			0					T	22
23													416	1 "Polaroid" Camera			175	175				175			0					U	23
24													420	2 Sand Density Cone Apparatus and Jug			34	34				34			0					V	24
25													420	1 Thermal Gravity Convection Oven			245	245				245			0					W	25
26													420	1 Balance, 1 - 2 Kg. Cap			30	30				30			0					X	26
27													420	1 Field Density Plate			17	17				17			0					Y	27
28													420	1 Hammer for Modified AASHO			24	24				24			0					Z	28
29													420	1 Michigan Sand Cone			20	20				20			0					AA	29
30													420	1 Viscometer			400	400				-								BB	30
31													420	1 Vibrating Table			300	300				-								CC	31
32													420	2 - Kelly Balls			110	110				-								DD	32
33													420	1 Stroboscopic Tachometer			275	275				-								EE	33
34													420	1 Sample Splitter			80	80				-								FF	34
35														CONTINUED																	35

BUDGET ESTIMATE INDEX NO. 421 OPPOSITE SHEET NO. 8

EXPLANATION SHEET

935

EQUIPMENT 1959-60

O.E.		ITEM	EXPENDED
		New	
402	1	Posture Chair	$ 32.
402	2	2-Drawer Files	25.
402	1	Typewriter Stand	25.
412	1	Letter Opener	32.
414	1	Parallel Straight Edge	31.
414	1	Proportional Dividers	15.
420	1	Megger Insulation Tester	334.
420	1	Sample Ejector	93.
420	1	Light Meter	262.
420	1	Paint Thickness Gauge	81.
420	1	Field Scale	48.
420	1	Compaction Hammer	25.
420	1	Compaction Mold	55.
420	1	Warming Pot	162.
		Total New	$ 1,220.
		Replacements	
412	1	Calculator	$ 809.
		Total Replacements	809.
		Total Equipment 1959-60	$2,029.

EQUIPMENT 1960-61

O.E.		ITEM	BUDGET ALLOWANCE	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES FOR YEAR
		New			
420	1	P. H. Meter	$ 300.	$ 140.	$ 140.
420	1	Moisture Meter	170.	160.	160.
420	1	Concrete Test Hammer	270.	135.	135.
		Total New	$ 740.	$ 435.	$ 435.
		Replacements			
456	2	4-Door Autos	$3,200.	$3,125.	$3,125.
		Total Equipment 1960-61	$3,940.	$3,560.	$3,560.

A. FIVE-DRAWER STEEL FILING CABINET UNITS WITH 2 CAP UNITS AND 2 PLUSH BASES -- (NEW) FOUR (4).
THESE FILES ARE NEEDED TO PROVIDE FILING SPACE FOR TRACINGS, VAN DYKE NEGATIVES AND PRINTS OF MAPS PERTAINING TO SUBDIVISIONS, RECORD OF SURVEY MAPS, OFFICIAL GRADE MAPS AND OTHER MAPS AND PLANS OF WHICH THIS DIVISION IS CUSTODIAN. THESE MAPS AND RECORDS ACCUMULATE THROUGH THE YEARS AND WILL BE IN CONSTANT USE BY GOVERNMENTAL AGENCIES, PRIVATE COMPANIES AND THE GENERAL PUBLIC AS WELL AS THE BUREAU OF ENGINEERING. THESE MAPS AND RECORDS, AS WELL AS BEING ACTIVE FILES, MUST BE PRESERVED FOR POSTERITY AND THEREFORE SHOULD BE KEPT IN ADEQUATE FILES. FUNDS REQUIRED $750.00.

B. FOUR-DRAWER FILING CABINETS, FOUR (4) NEW. STEEL, LEGAL SIZE @ $160.00 each $640.00.
THESE FILES ARE NECESSARY AS EACH SECTION IS HANDICAPPED BY NOT HAVING SUFFICIENT FILING SPACE. RECORDS MUST BE AVAILABLE FOR REFERENCE AT ALL TIMES, AND PRESENT EQUIPMENT IS FILLED TO OVERFLOWING. ONE SECTION HAS REACHED THE EXTREMITY OF USING CARDBOARD BOXES FOR FILES.
ELECTRICAL SECTION - ONE (1)
SEWER SECTION - ONE (1)
S & S P SECTION - TWO (2)

C. PLAN FILES, TWO (2). NEW. ONE (1) VERTICAL PLAN FILE - "ART METAL" #3624BD (43"X36"X31") AT $570.00
ONE (1) VERTICAL PLAN FILE - "ART METAL" #4230BD (49"X42"X31") AT 630.00
$1200.00
OLIVE GREEN TO INTERMEMBER WITH PRESENT EQUIPMENT. THESE FILES ARE NECESSARY FOR THE FILING OF OUR PERMANENT RECORD TRACINGS - SIZES "A" AND "B". OUR PRESENT EQUIPMENT IS FILLED TO CAPACITY. IN ORDER TO MAKE NECESSARY FILING SPACE FOR NEW TRACINGS WHICH ARE ADDED AT THE RATE OF ABOUT 50 PER MONTH, WE ARE USURPING OTHER MUCH NEEDED STORAGE SPACE. EACH TRACING REPRESENTS AN INVESTMENT OF APPROXIMATELY (AVERAGE) $300.00 AND IS OUR PERMANENT RECORD. THESE ARE REFERRED TO DAILY AND PROPER STORAGE FILES ARE ESSENTIAL FOR THEIR PROTECTION.

D. REFERENCE DRAWER UNITS, EIGHT (8) NEW. EIGHT (8) REFERENCE DRAWER UNITS AS FOLLOWS: FIVE-DRAWER HAMILTON TABLE UNITS WITH TOP @ $150.00 each $1,200.00.
THERE ARE EIGHT DRAFTING TABLES WITHOUT REFERENCE OR TOOL DRAWERS. PRINTS AND TRACINGS MUST BE LEFT ON TOP OF THE TABLES WITH RESULTANT DISORDER AND CONFUSION. FOR PROTECTION OF THE PRINTS, THEY SHOULD BE FILED IN A DRAWER FREE FROM DUST. ALSO, MORE EFFICIENT WORK HABITS COULD BE MAINTAINED BY PERSONNEL IF THEIR DESKS WERE NOT CLUTTERED WITH UNNECESSARY PAPERS.
ELECTRICAL SECTION - FOUR (4)
S & SP SECTION - FOUR (4)

E. PLAN-HOLD STAND W/ACCESSORIES - NEW. ONE (1) "PLAN-HOLD" ROLLING STAND COMPLETE WITH BRACKETS, BINDERS, DATA FILES AND RACK. APPROX. $145.00. (AVAILABLE AT DIETERICH-POST CO.) THIS EQUIPMENT IS NEEDED TO PROVIDE READY REFERENCE TO PLANS OF PROJECTS UNDER CONSTRUCTION AS WELL AS PLANS BEING DEVELOPED. IT WILL REPLACE OLD WOODEN RACK AND STICKS PRESENTLY IN USE WHICH ARE AWKWARD AND SLOW FOR FILING OF THESE PLANS.

F. PLAN RACK UNITS - SWING AWAY STYLE, THREE (3) NEW. "PLANHOLD" NO. PHSR 24-30 @ $200.00 EACH $600.00.
NECESSARY TO ACCOMMODATE THE FILING OF EVER INCREASING NUMBER OF PRINTS AND TO MINIMIZE THE DAMAGE TO SETS AS THEY ARE REPLACED IN FILES. PRESENT FILES ARE FILLED TO CAPACITY. THE RACK UNITS WOULD PROVIDE A MORE EFFICIENT FILING SYSTEM IN LESS FLOOR SPACE. OFFICE SPACE IS VERY LIMITED.

J. DRAFTING DESK LAMPS, NINE (9) NEW NINE (9) "LUXO" DRAFTING DESK LAMPS OR "LACOR" LAMPS WITH UNIVERSAL BASE AND CLAMP AND TWO FLUORESCENT TUBES (ONE WARM AND ONE COOL) @ $25.00 EACH $225.00. COLOR: 1 BROWN, 8 GRAY. THE ABOVE LAMPS ARE GREATLY NEEDED BY DRAFTSMEN WHOSE DESKS ARE NOT EQUIPPED WITH LAMPS. NATURAL LIGHT PLUS GENERAL ROOM ILLUMINATION IS NOT SUFFICIENT FOR THE AMOUNT OF DIRECT LIGHTING NEEDED WHEN WORKING ON DRAWINGS.
MECHANICAL SECTION - ONE (1)
STRUCTURAL SECTION - FOUR(4)
S & S P SECTION FOUR(4)

H. PLAN FILES - HAMILTON (3) NEW. THREE (3) HAMILTON STEEL SECTIONAL PLAN FILING UNITS - 5-DRAWER. DIETERICK POST CAT. NO. 1105B TO INTERMEMBER WITH EXISTING EQUIPMENT @ $195.00 EACH $585.00. THIS EQUIPMENT IS NECESSARY FOR PROPER FILING OF VARIOUS TRACINGS AS PRESENT EQUIPMENT IS CROWDED TO CAPACITY. OVER-CROWDING TRACINGS RESULTS IN WRINKLING AND TEARING OF PAPER. TRACINGS ARE PRESENTLY STORED ON ANY AVAILABLE FLAT SURFACE AND COVERED WITH OLD BLUEPRINTS.

I. 5-DRAWER FILING CABINETS (4) NEW. FOUR (4) FIVE-DRAWER FILING CABINETS STEEL, LEGAL SIZE @ $180.00 EACH $720.00. THESE FILES ARE NECESSARY AS EACH SECTION IS HANDICAPPED BY NOT HAVING SUFFICIENT FILING SPACE. RECORDS MUST BE AVAILABLE FOR REFERENCE AT ALL TIMES, AND PRESENT EQUIPMENT IS FILLED TO OVERFLOWING
MECHANICAL SECTION - 2
S & S P SECTION - 2

J. PLAN HOLDERS (36) NEW. THIRTY-SIX PLAN HOLDERS - "PLAN-HOLD MOD. NO. 630 @ $4.95 EACH $178.20. THESE HOLDERS ARE NEEDED FOR FILING PRINTS OF CURRENT JOBS. THEY ARE SUBJECT TO CONSTANT USE AND CHANGE. LACK OF SUFFICIENT FILING EQUIPMENT HAS RESULTED IN PRINTS BEING STORED ON TABLES OR ANY OTHER AVAILABLE SPACE WITH RESULTANT WEAR AND TEAR OF PRINTS.
ELECTRICAL SECTION - 24
MECHANICAL SECTION - 6
S & S P SECTION - 6

K. PLAN DRAWER FILING UNIT (1) NEW. ONE (1) PLAN DRAWER FILING UNIT -"BRUNING" MADE UP OF: 1 - 5 DRAWER UNIT- 2 - 3 DRAWER UNITS - 1 CAP - 1 BASE - COMPLETE - $470.00.
THIS PIECE OF EQUIPMENT IS NECESSARY FOR FILING OF TRACINGS AS OUR PRESENT FILING SPACE IS FILLED TO CAPACITY AND FURTHER CROWDING RESULTS IN INJURY TO TRACINGS.

L. PLAN FILES (1) BRUNING NEW. ONE (1) PLAN DRAWER FILE UNIT - COMPLETE W/CAP - $100.00."BRUNING" #3142D (32-D) and 3148T (44-T). THIS PLAN DRAWER FILE UNIT IS TO INTERMEMBER WITH PRESENT EQUIPMENT WHICH IS FILLED TO CAPACITY. FURTHER ADDITIONS TO THIS STORAGE SPACE WOULD DAMAGE TRACINGS.

M. PLAN HOLD - WALL TYPE (NEW) 1. USE. HOLD PLANS FOR VARIOUS CONSTRUCTION PROJECTS AND CORRESPONDING SPECIFICATIONS. 2. NEED: a. PRESENT SYSTEM IS MAKESHIFT AND NOT EFFICIENT SPECIFICATIONS ARE FILED SEPARATELY. b. INCREASE STORAGE SPACE FOR PLANS CONTINUALLY REFERRED TO BY THE DIVISION AND MAKE THEM MORE ACCESSIBLE. 3. NO NEEDED 2 EACH. 4. COST. EST. $130.00 x 2 = $260.00 5. URGENCY. PRIORITY. 3.

N. STOP WATCH (2) NEW. TWO (2) TOP WATCHES, 7 JEWEL, 1/5 SECOND, MINUTES UP TO 30, START-STOP AND FLY-BACK FROM CROWN. COMPLETE WITH MINGER NICKEL CASE AVAILABLE AT: DIETERICH POST CO. MODEL # 7041 @ $39.00 EACH $78.00. THIS ITEM WILL ENABLE INSPECTORS TO CHECK TRAFFIC SIGNAL TIMING IN THE FIELD WITHOUT THE ASSISTANCE OF OTHER CITY DEPARTMENTS. MANY OF THE MECHANICAL SECTION PROBLEMS INVOLVE STAGGERED TIME AND THE ONLY ACCURATE WAY OF DETERMINING THIS FACTOR IS WITH THE AID OF A STOP WATCH.
ELECTRICAL SECTION - 1
MECHANICAL SECTION - 1

O. "VEMCO" DRAFTING MACHINES (2) NEW. TWO (2) "VEMCO" DRAFTING MACHINES- 1 - w/ 24" ARMS AND 12" & 18" SCALES - $120.00 - 1 - w/30" ARMS - $120.00 = $240.00. AVAILABLE AT: DIETERICH POST Co., SAN FRANCISCO, CALIFORNIA CAT. NOS. V-1.00A AND V-1200 B. THESE MACHINES ARE BASIC DRAFTING AIDS AND VERY NECESSARY WITH OUR LIMITED PERSONNEL, AS THEY WILL INCREASE EFFICIENCY OF DRAFTSMEN AND LAYOUT OF WORK. AT PRESENT, WHEN NEEDED, MACHINES IS BORROWED FROM ANOTHER SECTION WITH FREQUENT LOSS OF DRAFTSMAN'S TIME WHEN MACHINE IS NOT AVAILABLE. MECHANICAL SECTION - 1 24" MACHINE

P. "Rolatape"w/CASE (1) NEW. ONE (1) "ROLATAPE" w/CASE $62.00. AVAILABLE AT THE A. LEITZ COMPANY, 840 POST STREET, SAN FRANCISCO 9, CALIFORNIA. THIS DEVICE WILL ENABLE THE MEASUREMENTS OF CONDUIT RUNS, CABLE LENGTHS AND EQUIPMENT LOCATIONS, TO BE ACCOMPLISHED BY ONE MAN. AT THE PRESENT TIME SUCH MEASUREMENTS ARE MADE WITH A TAPE AND REQUIRE THAT TWO MEN GO OUT ON THE JOB TO MAKE THESE NECESSARY MEASUREMENTS.

Q. ELECTRIC ERASING MACHINES (2) NEW. TWO (2) ELECTRIC ERASING MACHINES WITH PENCIL POINTER ATTACHMENT. BRUNING MOD. 3831 - 3@ 2175 EACH - $65.25, BRUNING MOD. 1760 - 3@ 1.95 EACH $ 5.85= $71.10. AT PRESENT DRAFTSMEN MUST TAKE TIME FROM THEIR WORK TO BORROW AN ERASING MACHINE FROM ANOTHER SECTION. EACH SECTION SHOULD HAVE AT LEAST ONE MACHINE FOR USE OF THEIR PERSONNEL. HAND ERASING IS LONG AND UNSATISFACTORY AS IT WEARS DOWN THE TRACING PAPER TOO QUICKLY. SEWER SECTION - 1
S & SP Section - 1

R. STRAIGHT-EDGE, STEEL, 60" NEW. ONE (1) 60" STEEL STRAIGHT-EDGE - DIETZGEN NO. 20573 - $23.10. THIS DRAFTING INSTRUMENT IS NECESSARY FOR ACCURATE PROJECTION OF LINES, PARTICULARLY ON WIDE DRAWINGS. IT ALSO ENABLES THE DRAFTSMAN TO WORK MORE RAPIDLY ON LONG LINE DRAWINGS.

S. PARALLEL RULING STRAIGHTEDGE - 54" NEW.ONE (1) PARALLEL RULING STRAIGHTEDGE - 54" K&E CAT. # 2145T - $28.50. THIS IS A PRECISION INSTRUMENT ENABLING DRAFTSMEN TO DRAW PARALLEL LINES FOR THE FULL WIDTH OF PAPER AND IS ESSENTIAL IN DRAWING LARGE SIZE PLANS. T-SQUARES, WHICH ARE HELD AT ONE END, CAN INTRODUCE A POSSIBLE ERROR OF 1/8" FROM ONE END OF SHEET TO THE OTHER. THE USE OF THE ABOVE NAMED INSTRUMENT WOULD SAVE THE TIME OF CHECKING DRAWN LINES AND PREVENT ERRORS ARISING FROM THE ERRORS POSSIBLE WITH THE USE OF T-SQUARES.

T. LEROY LETTERING SET (1) NEW. ONE (1) LEROY LETTERING SET - K&E NO. 3245 - 15L = $115.00. THIS ITEM OF EQUIPMENT IS GREATLY NEEDED BY THE MECHANICAL SECTION AS THEY HAVE NONE AND THE DRAFTSMEN ARE REQUIRED TO BORROW FROM ANOTHER SECTION. THIS ITEM IS FREQUENTLY USED AND WAITING UPON THE AVAILABILITY OF THE EQUIPMENT COSTS GREATLY IN WORKING TIME.

U. "POLAROID" CAMERA (1) NEW. ONE (1)CAMERA - "POLAROID" - COMPLETE WITH ACCESSORIES, CARRYING CASE AND FILM SUPPLIES. EST. $175.00. A GREAT DEAL OF ENGINEERING WORK INVOLVES STUDIES AND MODIFICATIONS OF EXISTING SYSTEMS, INSTALLATIONS, ETC. MUCH TIME IS SPENT BY DRAFTSMEN MAKING PICTORIAL RECORDS OF JOBS WHICH MAY NOT INCLUDE ALL NEEDED DATA OR MAY INCLUDE MUCH SUPERFLUOUS DATA. PHOTOGRAPHS MADE AND DEVELOPED ON THE JOB SITE WOULD INSURE THAT A PICTURE RECORD OF CONDITIONS IN QUESTION WOULD SUPPLY ACCURATE INFORMATION FOR STUDY AND DESIGN. THIS ITEM OF EQUIPMENT WOULD BE AVAILABLE FOR USE OF ALL THE DESIGN SECTIONS.

V. SAND DENSITY CONE APPARATUS AND JUG - NEW. 1. USE: DETERMINE VOLUME OF TEST HOLE IN THE DETERMINATION OF IN-PLACE DENSITY OF SOIL AS CALLED FOR BY THE FOLLOWING TEST STANDARDS: ASTM D-1556. 2. NEED: a) CLOSER FIELD CONTROL OF COMPACTION IN ALL CONSTRUCTION WORK REQUIRES USE OF SUCH EQUIPMENT FOR SPEED, ACCURACY, AND MOBILITY. b) THIS EQUIPMENT IS IDEALLY SUITED TO CHECK COMPACTION OF BACKFILL IN TRENCHES, CONTROL OVER WHICH HAS BEEN POOR IN THE PAST. 3. NO. NEEDED - 2 EACH. 4. ESTIMATED COST. $34.00

W. THERMAL GRAVITY CONVECTION OVEN - NEW. 1. USE: RUN COMPACTION AND FIELD DENSITY TESTS AS CALLED FOR BY THE FOLLOWING TEST STANDARDS: ASTM D-1556, D-557, D-560, D-698, AASHO T-99, T-134; T-135, T-136. 2. NEED. a) PRESENT OVEN IS OBSOLETE AND DOES NOT COMPLY WITH THE RECOGNIZED TEST STANDARDS. b) PRESENT TEST RESULTS COULD BE CHALLENGED BY THE CONTRACTOR IN ANY DISPUTE DUE TO USE OF SUB-STANDARD EQUIPMENT. 3. NO. NEEDED: 1 EACH. 4. ESTIMATED COST: $245.00

X. BALANCE, 2 KG. CAP - NEW. 1. USE: RUN COMPACTION AND FIELD DENSITY TESTS AS CALLED FOR BY THE FOLLOWING TEST STANDARDS: ASTM D-1556, D-1557, D-558, D-559, D-560, D-698, AASHO T-99; T-134; T-135; T-136. 2. NEED: a) EXISTING BALANCES IN USE ARE OLD, OBSOLETE AND SUB-STANDARD. b) WITH THE INCREASED WEIGHT LOAD IN SOIL COMPACTION TESTING REQUIRES THE USE OF AN ACCURATE BALANCE FOR THE EXCLUSIVE USE OF THESE TESTS TO DETERMINE MOISTURE CONTENT TO SPECIFIC GRAVITY. c) AN ACCURATE BALANCE THAT IS ALSO PORTABLE IS NEEDED FOR FIELD CONTROL. 3. NO. NEEDED: 1 EACH. 4. EST. COST: $30.00.

Y. FIELD DENSITY PLATE - NEW. 1. USE: RUN FIELD DENSITY TEST AS CALLED FOR BY ASTM D-1556. 2. NEED a) SPEED FIELD DENSITY TESTS. b) IMPROVE ACCURACY OF TESTS. 3. NO. NEEDED: 1 EACH. 4. EST. COST: $17.00.

Z. HAMMER FOR MODIFIED AASHO - NEW. 1. USE. RUN COMPACTION TESTS AS CALLED FOR BY ASTM D-1557. 2. NEED a) ENABLE THE RUNNING OF TWO TESTS SIMULTANEOUSLY DURING PEAK LOADS. b) CONTINUE THE RUNNING OF COMPACTION TESTS WITHOUT DELAYS SHOULD PRESENT HAMMER BE UNAVAILABLE THROUGH BREAKAGE, LOSS, ETC. 3. NO. NEEDED: 1 EA 4. EST. COST. $70.00.

AA. MICHIGAN SAND CONE - NEW. 1. USE. RUN COMPACTION TESTS AND STUDIES ON SAND OR SANDY MATERIALS. 2. NEED. a) CURRENT ASTM AND AASHO COMPACTION TESTS ARE UNRELIABLE FOR CLAYEY SOILS. b) THE MICHIGAN HIGHWAY DEPT. HAS SUCCESSFULLY USED MICHIGAN FIELD COMPACTION TEST ON SANDS. c) COMPACTION CONTROL OF SOILS WILL BE IMPROVED WITH USE OF THE MICHIGAN TEST. 3. NO. NEEDED: 1 EACH. 4. EST. COST: $20.00.

BB. VISCOMETER (NEW) 1. USE. MEASURE VISCOSITY OF PAINTS, OILS, VARNISH AND OTHER FLUIDS ACCORDING TO ASTM TEST NO. D445-49T, D88-56, D1200-49T, D1545-58T, D1200-56. 2. NEED. a) DETERMINE WHETHER MATERIALS MEET CITY SPECIFICATIONS. b) NO EQUIPMENT AVAILABLE AT PRESENT c) PRESENT EQUIPMENT MAY BE USED IN VIOLATION BY BIDDERS WHO LOSE OUT. 3. NO. NEEDED: 1 EACH. 4. ESTD. COST: $400.00. 5. DIV. PRIORITY: 4.

CC. VIBRATING TABLE (NEW) 1. USE: a. VIBRATE CONCRETE TEST BATCHES. b. VIBRATE UNTREATED ROCK BASE SAMPLES FOR MAXIMUM DENSITY. 2. NEED. a) NO ADEQUATE OR COMPARABLE EQUIPMENT ON HAND. b) MAINTAIN CLOSE CONTROL ON QUALITY OF UNTREATED ROCK BASE AND METHOD OF PLACEMENT AND ROLLING. c) MAINTAIN CONTROL ON EIGHTY UNIT CONCRETE. d) INVESTIGATE POSSIBLE SETTLEMENT OF SAND SUBGRADE DUE TO VIBRATIONS FROM BUSES. 3. NO. NEEDED: 1 EACH. 4. ESTD. COST: $300. 5. DIV. PRIORITY: 5

DD. KELLY BALL (NEW) 1. USE. TO CHECK SLUMP OF CONCRETE MIX AS PER ASTM C-360 TEST STANDARDS.2. NEED. a. CHECK SLUMP OF CONCRETE IN TRUCK QUICKLY AND EFFICIENTLY WITH NO WASTE IN CONCRETE. b. EASIER TO RUN THAN PRESENT METHOD OF DETERMINING SLUMP. c. IMPROVE CONTROL OF CONCRETE IN CONSTRUCTION PROJECTS. 3. NO. NEEDED - 2 EACH. 4. ESTD. COST $110. 5. DIV. PRIORITY: 6.

EE. STROBOSCOPIC TACHOMETER NEW. ONE (1) STROBOSCOPIC TACHOMETER, STYLE TAC NO. 1531-A MADE BY GENERAL RADIO CO., WEST CONCORD, MASS. $275.00. AVAILABLE AT LOCAL REPRESENTATIVE 1196 LOS VITOS AVENUE, LOS ALTOS, CALIFORNIA. ONE OF THE MECHANICAL SECTION'S PRIME RESPONSIBILITIES IS MAINTENANCE OF EFFICIENCY IN OPERATION OF EQUIPMENT DEPARTMENT. THE MALFUNCTION, AT THE PRESENT TIME WE CAN ONLY GUESS AT SUCH CONDITIONS WHICH EXIST WOULD FURNISH ACCURATE INFORMATION TO PROVIDE NEEDED SAFEGUARDS FOR LIFE AND PROPERTY. (THIS INSTRUMENT TO BE USED IN CONJUNCTION WITH [illegible])

FF. SAMPLE SPLITTER (NEW) 1. USE: DIVIDES SAMPLES INTO EQUAL PARTS. FOR MATERIALS SUCH AS SOILS, SAND, CEMENT, GRAVEL AGGREGATE, BASE COURSE MATERIAL AS CALLED FOR BY THE FOLLOWING TEST STANDARDS ASTM C-136, D-421, D-422, D-424, D-426, D-427, D-806; AASHO T-27, T-87. 2. NEED a. [illegible] WITH FOR GRADATION TEST. b. SPEED SAMPLING [illegible] IMPROVE ACCURACY OF TEST RESULTS BY ELIMINATING IN-EQUALITY IN INCREASED NUMBER [illegible] c. SAFETY [illegible]

CONTROLLER'S FORM No. 4930

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

938

Department, Board or Commission PUBLIC WORKS Bureau or Division ENGINEERING Appropriation Number 1.421 Sheet Number 9 of 14 Sheets Index Number 421

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	C.	A.	D.	23	24	25	26	27	28	
1													400	EQUIPMENT 1961-62-CONTINUED														1
2														NEW - CONTINUED														2
3													420	1 Dial Indicator and Accessories			105		105			-						3
4													420	1 Recording Pressure Gauge - Portable			125		125			-						4
5													420	1 Fennel Temperature Indicator - Portable			175		175			-						5
6													420	1 Co Indicator - "Monoxor"			75		75			-						6
7													420	Miscellaneous Tools for Field Density Tests			24		24			24			0			7
8													428	1 Concrete Mixer			175		175			-						8
9													456	1 - 2 Door Automobile - Compact			1700		1700			1700			0			9
10													491	Reference Books			250		250			250			0			10
11														TOTAL NEW EQUIPMENT			12032		12032			8370			0			11
12																												12
13														REPLACEMENTS														13
14													402	1 Drafting Table - 37½" x 72"			235		235			-						14
15													402	2 Gramor Drafting Stools			130		130			-						15
16													402	4 Drafting Desk Lamps			100		100			-						16
17													402	2 "Plan Hold" Rolling Stand Units			211		211			-						17
18													402	1 Flat Top Desk-1 Swivel Arm Chair-1 Reference Plan Table			355		355			-						18
19													402	3 Plan Hold Files with 1 Top and 1 Base			40		40			-						19
20													402	40 Plan Holders			198		198			198			0			20
21													412	1 "Royaline" Copyholder - 16"			55		55			-						21
22													412	1 Thermo-Fax Copying Machine			375		375			-						22
23													412	1 Electric Calculator			988		988			988			0			23
24													412	4 Manual Typewriters			800		800			800			0			24
25													412	3 Electric Typewriters			1200		1200			1200			0			25
26													414	1 - 200ft. Steel Tape			61		61			-						26
27													414	1 Leroy Lettering Set			115		115			-						27
28													414	1 - 100 ft. Invar or Lever Surveyor's Tape			77		77			-						28
29													414	1 - 50 ft. Surveyor's Tape			61		61			-						29
30													414	1 Surveying Instrument - Dumpy Level-Wide Framed			435		435			-						30
31													414	1 Surveying Instrument - "Self-leveling Level			685		685			-						31
32													414	1 Engineers Transit			907		907			-						32
33													414	2 Electric Erasing Machines			46		48			-						33
34													420	1 Sieve Shaker			720		720			720			0			34
35														CONTINUED														35

A. DIAL INDICATOR & ACCESSORIES NEW. ONE (1) DIAL INDICATOR & ACCESSORIES. STERRETT NO. 655-341, 1000 TRAVEL W/CARRYING CASE $ 10[illegible].00. ONE OF THE FUNCTIONS OF THE MECHANICAL SECTION IS TO MAKE INVESTIGATIONS AND STUDIES OF THE CITY'S MACHINERY IN OPERATION TO DETECT DEFORMATION AND MALFUNCTIONS. AT THE PRESENT TIME WE [illegible] ONLY [illegible] UPON CONDITIONS WHICH CAN BE VERY DANGEROUS. THE ABOVE NOTED INSTRUMENT WOULD FURNISH ACCURATE INFORMATION AND PROVIDE NEEDED SAFEGUARDS FOR LIFE AND PROPERTY. (THIS INSTRUMENT TO BE USED IN COMBINATION WITH THE STROBOSCOPIC TACHOMETER)

B. RECORDING PRESSURE GAUGE - PORTABLE NEW. one. (1) PORTABLE RECORDING PRESSURE GAUGE w/CHARTS AND INK, RANGE 15 TO 1000PSI. WEKSLER No. 1900P $125.00. IT IS OFTEN NECESSARY FOR US TO DETERMINE PRESSURES IN EXISTING HYDRAULIC SYSTEMS OVER AN EXTENDED PERIOD OF TIME. FOR SOME YEARS WE HAVE BORROWED THE NECESSARY INSTRUMENT FROM A CONTRACTOR ON A PERSONAL BASIS, BUT THIS IS FAR FROM A SATISFACTORY BUSINESS ARRANGEMENT. THE CITY SHOULD POSSESS ITS OWN NECESSARY EQUIPMENT.

C. FENWAL TEMPERATURE INDICATOR - PORTABLE NEW. ONE (1) PORTABLE FENWAL TEMPERATURE INDICATOR RANGE - 30F to +350F WITH INTER[illegible] [illegible] SURFACES. $175.00. AVAILABLE AT: FENWAL, INC. DEPT. AE-11, ASHLAND, MASS. MUCH OF MECHANICAL ENGINEERING WORK INVOLVES OF PROBLEMS REQUIRING TEMPERATURE DETERMINATIONS. OUR PRESENT EQUIPMENT COVERS RANGES ABOVE 500° F,BUT MOST OF OUR WORK IS WITHIN THE RANGES -30°F TO +350°F FOR WHICH WE REQUIRE THE ABOVE NOTED INSTRUMENT.

D. CO INDICATOR "MONOXOR" NEW. ONE (1) CO. INDICATOR - "MONOXOR" CAT. 890A $75.00. AVAILABLE AT: BACHARACH INDUSTRIAL INSTRUMENT CO., 400 N. DU BOOK AVE., PITTSBURGH, PA. OUR WORK INVOLVES THE DETERMINATION OF EFFICIENCY OF FUEL CONSUMPTION OF LARGE COMBUSTION PROCESSES. THE ABOVE NOTED INSTRUMENT GIVES [illegible] INDICATING IF MORE COMPLEX AND EXPENSIVE METHODS OF ANALYSES ARE WARRANTED.

E. MISCELLANEOUS TOOLS - NEW. 1. USE. RUN COMPACTION AND FIELD DENSITY TESTS AS CALLED FOR BY ASTM D-1556, D-1557, D-698; D-559, D-560; D-698, AASHO T-99; T-134, T-147; T-136. 2. NEED: a) IMPROVE ACCURACY OF TESTS. b) INCREASE EFFICIENCY OF TESTS. c) REQUIRED SUPPLEMENTAL TOOLS THAT ARE NOT ON HAND. 3. NO. NEEDED: 1 EA. DENSITY PICK, STRAIGHT-EDGE, SPRING SCALE AND PLATFORM. 4. EST. COST: $24.00.

F. CONCRETE MIXER (NEW) 1. USE: MIX TEST BATCHES, APPROXIMATELY 1-1/2 CF, OF VARIOUS TENTATIVE CONCRETE MIXES. 2. NEED: a. MIX TRIAL BATCHES IN CONJUNCTION WITH DESIGN OF CONCRETE MIXES FOR BUREAU OF ARCHT. JOBS. b. MACHINE WILL SPEED-UP WORK AND WILL RESULT IN UNIFORM BATCHES. 3. NO. NEEDED: 1 EACH. 4. [illegible] COST: $170.00. 5. DIV. PRIORITY: 2.

G. 1 - 2 - DOOR AUTOMOBILE - COMPACT - NEW. ADDITIONAL TRANSPORTION FOR THE STREET IMPROVEMENT SECTION AND FOR THOSE ASSIGNED TO STREET [illegible] WILL PROVIDE FOR MORE EFFICIENT USE OF EMPLOYEE TIME. NO AUTOMOBILE IS AVAILABLE TO THE ENGINEERS OF THE SECTION FOR ROUTINE WORK INVOLVING INSPECTIONS. INSPECTIONS FOR TO STREETS AND SIDEWALKS PERMITS AND INSPECTIONS ARE UTILIZING AVAILABLE AUTOMOTIVE EQUIPMENT TO THE GREATEST EXTENT POSSIBLE. IT IS NECESSARY FOR [illegible] TO USE HIS AUTOMOBILE ON CITY BUSINESS AT ALL TIMES.

H. REFERENCE BOOKS - NEW. FOR THE PURCHASE OF TECHNICAL BOOKS AND PUBLICATIONS IN ORDER THAT THE BUREAU MAY KEEP ABREAST OF THE NEW AND IMPROVED TECHNIQUES AND METHODS CONTINUALLY BEING DEVELOPED. THESE WERE PREVIOUSLY PURCHASED OUT OF OFFICE SUPPLIES, OE 371, AND FROM INTERDEPARTMENTAL RESERVE - 0.411.996.017.

I. DRAFTING TABLE (1) REPLACEMENT. ONE (1) DRAFTING TABLE. HAMILTON NO. 223 - 37½" x 72" w/2 TOOL DRAWERS AND [illegible] ILIN, DRAWERS (DIETERICH CATALOG No. 1041G) - $235.00. THIS TABLE NECESSARY TO REPLACE OLD TABLE PRESENTLY IN USE WHICH IS RICKETY AND NOT REPAIRABLE UNDER A CONSIDERABLE COST. IT IS OBJECTIONABLE TO USE AS A DRAFTSMAN REQUIRED STEADY EQUIPMENT.

J. CRAMER DRAFTING STOOLS (2) REPLACEMENT. TWO (2) CRAMER DRAFTING STOOLS - MOD. 4D22M-TC @ $65.00 each = $130.00. THESE STOOLS ARE NECESSARY TO REPLACE TWO PRESENTLY USED RICKETY STOOLS WHICH ARE NOT WORTH REPAIRING. AS THE STOOLS ARE HIGH FOR USE AT DRAFTING TABLES THERE IS DANGER TO THE EMPLOYEE AS A [illegible] THE [illegible] STOOLS TO COLLAPSE.

K. DRAFTING DESK LAMPS (4) REPLACEMENT. FOUR (4) "LUXO" DRAFTING DESK LAMPS OR "LAZER" LAMPS W/UNIVERSAL BASE AND CLAMP AND 2 FLUORESCENT TUBES (ONE WARM WHITE ON COOL) 6 FOOT. 2 BROWN - 2 GREY - @ $25.00 EACH .... $100.00. THESE LAMPS ARE REQUIRED TO REPLACE PRESENT LAMPS WHICH ARE IN A VERY POOR STATE OF REPAIR AND WHOSE FUTURE USE IS VERY LIMITED. MECHANICAL SECTION - 2
STRUCTURAL SECTION - 1
S & S P SECTION - 1

L. PLAN HOLD ROLLING STAND UNIT (2) REPLACEMENT. TWO (2) "PLAN HOLD" ROLLING STAND UNITS COMPLETE WITH 12 PLAN HOLDERS MOD. PHRS. 30-30 @ $105.30 EACH = $210.60. AVAILABLE AT: DIETERICH POST CO. #15 FIRST ST., SAN FRANCISCO. THESE UNITS ARE NECESSARY FOR FILING PRINTS AND SHOP DRAWINGS OF CURRENT JOBS, WHICH ARE OFTEN REFERRED TO. AS SPACE IS LIMITED IN AREA USED FOR FILING COMPACT EQUIPMENT IS ESSENTIAL. PRESENT EQUIPMENT REQUIRES THAT ROLLS BE PUNCHED IN PRINTS FOR FASTENING TO STICKS. THIS MAKES FILING IN ANY PARTICULAR ORDER SLOW AND AWKWARD. MUCH TIME COULD BE SAVED OUR LIMITED PERSONNEL WITH PROPER EQUIPMENT.

M. OFFICE FURNITURE (ITEMIZED BELOW) REPLACEMENT. ONE (1) FLAT TOP DESK - 34" x 60" APPROX. $175.00, ONE (1) SWIVEL ARM CHAIR - A [illegible], $80.00, ONE (1) [illegible] TABLE - APPROX. $100.00 = $355.00. THIS FURNITURE IS NECESSARY TO REPLACE OLD ITEMS NOW IN USE WHICH WERE ORIGINALLY DISCARDED FROM ANOTHER SECTION. ALL PRESENTLY USED ITEMS ARE IN A VERY POOR STATE OF REPAIR. IMPROVEMENT OF THEIR CONDITION WOULD BE UNREASONABLY EXPENSIVE.

N. THREE (3) PLAN HOLD FILES WITH ONE (1) TOP AND ONE (1) BASE -- REPLACEMENT. THESE STACK ROLL FILES WILL BE USED TO REPLACE SOME ANCIENT TIN TUBES, NOW USED TO PRESERVE THE VERY VALUABLE CITY SECTION MAP TRACINGS. THESE TRACINGS ARE AT LEAST THIRTY YEARS OLD AND THE TIN TUBES IN WHICH THEY ARE NOW STORED, DETERIORATED AND MARK THE TRACINGS CAUSING A GREAT AMOUNT OF WORK IN PREPARING A VAN DYKE NEGATIVE FROM THESE TRACINGS FOR PRINT REPRODUCTION. THE ROLL FILES ARE THE MOST INEXPENSIVE, FAST ALLOWANCE, EQUIPMENT AVAILABLE FOR PURCHASE TO STORE THE ABOVE MENTIONED TRACINGS. FUNDS REQUIRED: $40.00

O. PLAN HOLDERS (40) REPLACEMENT. FORTY (40) PLAN HOLDERS - "PLAN-HOLD" MOD. 3-3630 @ $4.95 EACH = $198.00. THESE HOLDERS ARE NEEDED FOR FILING PRINTS OF CURRENT JOBS. THEY ARE SUBJECT TO CONSTANT USE AND CHANGE. PRESENT METHOD OF USING WOODEN STICKS AND PUNCHING HOLES IN PRINTS FOR HANGING ON STICKS IS TIME CONSUMING FOR DRAFTSMEN, WHOSE TIME IS CONSTANTLY IN DEMAND FOR PREPARING PLANS FOR NEEDED JOBS. ELECTRICAL SECTION - 24
MECHANICAL SECTION - 6
S & S P SECTION - 10

CONTINUED

P. "ROYALINE" COPYHOLDER - 16" - REPLACEMENT. ONE COPYHOLDER - 16" "ROYALINE" CAT.#240-01 $55.00.
AVAILABLE AT: ROYAL McBEE CORP., 54 TENTH ST., SAN FRANCISCO, CALIF. THIS ITEM IS A REPLACEMENT OF PRESENTLY USED "LINE-A-TIMER". STENOGRAPHER WHO USES THIS EQUIPMENT IS IN AN OFFICE WITH AWKWARD LIGHTING FACILITIES. THIS PARTICULAR COPYHOLDER, BECAUSE OF ITS CONSTRUCTION, WOULD ELIMINATE EYE-STRAIN AND BE CONDUSIVE TO MORE EFFICIENT WORK ON PART OF EMPLOYEE.

Q. THERMO-FAX COPYING MACHINE - REPLACEMENT. TO REPLACE THERMO-FAX COPYING MACHINE #17H-18908, PURCHASED IN 1956. THE PRESENT MACHINE IS NOT POWERFUL ENOUGH TO USE SOME OF THE NEWER PAPERS THAT HAVE BEEN DEVELOPED, AND HAS BEEN GIVEN CONSIDERABLE USE BY THIS AND OTHER BUREAUS IN THE CITY HALL.

R. ELECTRIC CALCULATOR (1) - REPLACEMENT. ONE ELECTRIC CALCULATOR - FRIDEN OR MARCHANT, APPROX. $988.00. THIS MACHINE IS NECESSARY AS A REPLACEMENT OF AN OLD MANUAL MONROE WHICH IS SLOW OF OPERATION AND FREQUENTLY INACCURATE. THE HYDRAULIC SECTION HAS A GREAT DEAL OF COMPUTATION WORK WHICH WOULD BE GREATLY EXPEDITED BY THE USE OF AN ELECTRIC CALCULATOR. ALSO, THERE ARE MANY CALCULATIONS WHICH CANNOT BE PERFORMED ON THE PRESENT SMALL MACHINE.

S. MANUAL TYPEWRITERS (4) REPLACEMENTS. FOUR TYPEWRITERS TO REPLACE MACHINES PRESENTLY IN USE AT $200 EACH, $800.00.
THESE MACHINES ARE NEEDED REPLACEMENTS FOR THE FOLLOWING MACHINES:
S&SP SECTION: A.B. ALLEN - SER. #8 .14006..14" (1956). THIS MACHINE HAS GIVEN EXTREMELY POOR SERVICE AND IS CONSTANTLY IN NEED OF REPAIR. UNABLE TO MAKE THE LARGE NUMBER OF COPIES NECESSARY FOR FINISHED WORK.
ELECTRICAL SECTION: ROYAL - SER. KMM 12-3057124 (1941). THIS IS A VERY OLD MACHINE AND IS NO LONGER ABLE TO MAKE SATISFACTORY COPIES IN LARGE NUMBERS, FOR FINISHED WORK.
STRUCTURAL SECTION: REMINGTON #J143899 (1940). THIS MACHINE IS NECESSARY TO REPLACE A VERY OLD REMINGTON (SER.NO. J-143899) PRESENTLY IN USE. IT HAS BEEN SUBJECT TO NUMEROUS SERVICE CALLS AND HAS REACHED THE STAGE OF REPAIR WHERE A REPLACEMENT IS REQUIRED.
CITY ENGINEERS OFFICE: UNDERWOOD #11-6891863 (1941). THE REPAIR MAN HAS BEEN UNABLE TO FIX THIS MACHINE SO THAT A LARGE NUMBER OF COPIES MAY BE MADE.

T. THREE ELECTRIC TYPEWRITERS - REPLACEMENT. TO REPLACE: I.B.M. ELECTRIC #0112-57666 PURCHASED IN 1941. MODEL OBSOLETE, PARTS NOT REPLACEABLE. IN CONSTANT NEED OF REPAIR.
REMINGTON ELECTRIC #E-175974 PURCHASED IN 1955. SINCE JAN. 1, 1960 THE REMINGTON HAS HAD TO HAVE TWELVE SERVICE CALLS. IT IS IN CONSTANT USE EVERY DAY AND HAS REACHED THE STAGE OF REPAIR WHERE FINISHED WORK CANNOT BE ACCOMPLISHED AS MECHANICAL FAILURE CAUSES ERRORS WITH RESULTANT NEED OF ERASING.
UNDERWOOD ELECTRIC E12-6.08937 PURCHASED IN 1949. CARRIAGE IS NARROW, ALLOWS ONLY 9 INCHES OF TYPE ACROSS PAGE, LIMITS STATISTICAL TYPING NECESSARY TO DEPARTMENT. ALTHOUGH MACHINE OVERHAULED IN 1959, CARRIAGE RETURN IS INOPERABLE AND IS USED ONLY FOR ONE OR TWO COPY TYPING; MORE COPIES REQUIRE MANUAL RETURN OF CARRIAGE AND TURNING OF LINE SPACE KNOB BY HAND (TIME CONSUMING). REASON: NEW PLATEN NOT AVAILABLE SO MACHINE WAS CUT TO FIT PLATEN. MACHINE IS IN CONSTANT USE FOR LEGAL AND STATISTICAL TYPING AND LETTERS REQUIRING UP TO 16 COPIES OR MORE.

U. STEEL TAPE - 200 FEET - REPLACEMENT. ONE 200-FOOT STEEL TAPE, K & E "INVINCIBLE CHAIN", CAT. NO. 7670C WITH REEL - CAT. NO. 7680C } FOR $ 61.00
THIS ITEM IS NECESSARY FOR THE MAKING OF FIELD MEASUREMENTS AS IT WILL GIVE GREATER ACCURACY THAN CAN BE HAD WITH THE 100-FOOT CLOTH TAPE NOW BEING USED.

V. LEROY LETTERING SET (1) - REPLACEMENT. ONE LEROY LETTERING SET - MAE NO. 3245-15L $115.00. PRESENT EQUIPMENT IS INCOMPLETE AND IN POOR CONDITION. DRAFTSMEN ARE REQUIRED TO CALL ON ANOTHER SECTION TO BORROW NEEDED EQUIPMENT. AS THIS ITEM IS USED DAILY, IT IS NOT INFREQUENT TO LOSE TIME WHILE WAITING FOR A SET TO BECOME AVAILABLE FOR USE.

W. ONE 100-FOOT INVAR OR LUVAR SURVEYORS' TAPE - REPLACEMENT. TO REPLACE A 100-FOOT INVAR TAPE THAT WAS DAMAGED BEYOND REPAIR BY A MOTORIST WHO RAN INTO IT WHILE A MEASUREMENT WAS BEING MADE. THIS TAPE, WHICH DOES NOT EXPAND AND CONTRACT WITH CHANGES IN TEMPERATURE AS MUCH AS A COMMON STEEL TAPE, IS NECESSARY FOR MAKING PRECISE MEASUREMENTS THAT CANNOT NORMALLY BE MADE WITH A COMMON STEEL TAPE. FUNDS REQUIRED $77.00.

X. ONE 50-FOOT INVAR OR LUVAR SURVEYORS' TAPE - REPLACEMENT. TO REPLACE A 50-FOOT INVAR TAPE PURCHASED MANY YEARS AGO AND NOW BADLY KINKED AND, THEREFORE, INACCURATE. THIS TAPE, WHICH DOES NOT EXPAND AND CONTRACT WITH CHANGES IN TEMPERATURE AS MUCH AS A COMMON STEEL TAPE, IS NECESSARY FOR MAKING PRECISE MEASUREMENTS THAT CANNOT NORMALLY BE MADE WITH A COMMON STEEL TAPE. FUNDS REQUIRED $61.00.

Y. ONE SURVEYING INSTRUMENT, DUMPY LEVEL WITH WIDE-FRAMED, FIXED-LEG TRIPOD, - REPLACEMENT. TO REPLACE AN OBSOLETE, WORN BRUNSON DUMPY LEVEL THAT IS DIFFICULT TO KEEP IN ADJUSTMENT. REPLACEMENT OF THE WORN LEVEL WITH A NEW INSTRUMENT WILL NOT ONLY SAVE THE TIME OF THE INSTRUMENT MAN AND OTHER MEMBERS OF THE SURVEY PARTY, BUT WILL ELIMINATE ERRORS CAUSED BY MISADJUSTMENT OF THE WORN LEVEL. FUNDS REQUIRED $435.00

Z. ONE SURVEYING INSTRUMENT, ZEISS "SELF-LEVELING" LEVEL, WITH TRIPOD - REPLACEMENT. TO REPLACE ONE OF OUR OLDER, WORN PRECISE LEVELS. THIS TYPE AND QUALITY OF ALL-PURPOSE LEVEL IS NECESSARY TO MAINTAIN A HIGH LEVEL LINE OF SIGHT UNDER MOST CONDITIONS OF USE. IT IS A VERY FAST AND EFFICIENT INSTRUMENT AND WILL BE USED IN CONJUNCTION WITH OUR PRECISE LEVEL IN SETTING INTERMEDIATE BENCH MARKS, WHILE THE PRECISE LEVEL IS ADVANCING LEVEL NETS. IT WILL ALSO BE AVAILABLE FOR USE WHERE A VERY FAST READING LEVEL IS NEEDED ON OTHER KINDS OF WORK. THE STATE OF CALIFORNIA HAS ADOPTED THE ZEISS "SELF-LEVELING" LEVEL IN PLACE OF THE DUMPY LEVEL BECAUSE OF THE SAVING IN TIME ON ALL TYPES OF SURVEY WORK. THE ZEISS "SELF-LEVELING" LEVEL IS VERY SIMPLY AND QUICKLY ADJUSTED SINCE THERE IS ONLY ONE ADJUSTING SCREW TO USE WHEN MAKING FIELD ADJUSTMENTS. FUNDS REQUIRED $685.00.

AA. ONE SURVEYING INSTRUMENT, ENGINEERS TRANSIT WITH WIDE-FRAMED EXTENSION TRIPOD - REPLACEMENT. TO REPLACE AN OBSOLETE, WORN BRUNSON ENGINEERS TRANSIT THAT IS DIFFICULT TO KEEP IN ADJUSTMENT. REPLACEMENT OF THE WORN TRANSIT WITH A NEW INSTRUMENT WILL NOT ONLY SAVE THE TIME OF THE INSTRUMENT MAN AND OTHER MEMBERS OF THE SURVEY PARTY, BUT WILL ELIMINATE ERRORS CAUSED BY MISADJUSTMENT OF THE WORN TRANSIT. FUNDS REQUIRED $907.00.

BB. ELECTRIC ERASING MACHINES (2) REPLACEMENT. TWO ELECTRIC ERASING MACHINES WITH PENCIL POINTER ATTACHMENT AT $23.70 EACH, $47.40.
TO REPLACE WORNOUT AND UNUSABLE EQUIPMENT. VERY NECESSARY AS LACK OF AN ELECTRIC ERASING MACHINE REQUIRES HAND ERASING WHICH IS TIME CONSUMING AND HARD ON THE TRACING PAPER. DURING PLANNING STAGE OF A PROJECT TRACINGS ARE SUBJECT TO A NUMBER OF CHANGES MAKING CONSIDERABLE ERASING NECESSARY, 1 - STRUCTURAL SECTION, 1 - S & S P SECTION

CONTINUED

CC. SIEVE SHAKER (REPLACEMENT).

1. USE: SHAKER SIEVES TO RUN GRADUATION TESTS AS SPECIFIED UNDER ASTM C-136, D-451, D-452, D-546; AASHO T-27, T-37 STANDARDS ON:

   A. AGGREGATES IN PAVING MIXES AND PLANT BUNKERS
   B. BASE COURSE MATERIAL
   C. DRAIN FILTER MATERIAL

2. NEED:

   A. REPLACE SCAVENGED, OBSOLETE, INOPERABLE, AND OLD EQUIPMENT
   B. SPEED TEST PROCEDURE WITH IMPROVED ACCURACY, CUTTING TIME BY 30%
   C. ENSURE MORE UNIFORM AND CONSISTENT RESULTS
   D. PROPERLY ENFORCE JOB SPECIFICATIONS
   E. INCREASED USE OF UNTREATED ROCK BASE IN STREET WORK HAS INCREASED FREQUENCY AND NUMBER OF TESTS.

3. NO. NEEDED: 1 EACH

4. ESTIMATED COST: $720.00

   SALVAGE - NONE, BEYOND REPAIR
   NET COST $720.00
   AGE PRESENT EQUIPMENT: 41 YEARS

5. DIV. PRIORITY: 4

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

942

Department: Board of PUBLIC WORKS — Bureau or Division: ENGINEERING — Appropriation Number: 1.421 — Sheet Number 10 of 14 Sheets — Index Number 421

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													400	EQUIPMENT 1961-62-CONTINUED													
2														REPLACEMENTS - CONTINUED														
3													420	1 Electric Oven			800		800			800			800			A
4													420	1 Centrifuge Extractor			675		675			675			675			B
5													420	1 Platform Scale			720		720			720			720			C
6													420	1 Testing Machine			15000		15000			15000			15,000			D
7													426	2 Hydraulic Door Closers			80		80			-						E
8													456	2 - 4 Door Automobiles			3400		3400			3400			0			F
9														TOTAL REPLACEMENTS			28471		28471			24501			17,195			
10																													
11	2024				3,210					3630	-	3630		GROSS TOTAL EQUIPMENT			40503		36563			32871			17,195			
12	2024				3,240					3630	-	3630		TRANSFER TO PURCHASER			40503		36563			32871			17,195			
13	-				-					-	-	-		NET TOTAL EQUIPMENT			-		-			-						
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35																													

A. ELECTRIC OVEN (REPLACEMENT).

1. USE:
   A. DRY OUT AGGREGATE
   B. VARIOUS OTHER LABORATORY TESTS
2. NEED:
   A. REPLACE PRESENT OVEN WHICH IS OBSOLETE AND DOES NOT MEET ASTM AND AASHO STANDARDS
   B. INCREASED TEST LOAD REQUIRES LARGER SIZED OVEN
   C. PROPER ENFORCEMENT OF JOB SPECIFICATION
   D. CONSTRUCTION CONTROL
3. NO. NEEDED: 1
4. ESTIMATED COST: $800.00
   SALVAGE NONE (EXCEPT FOR JUNK)
   NET COST $800.00
   AGE OF EQUIPMENT: 41 YEARS
5. DIV. PRIORITY: 6

B. CENTRIFUGE EXTRACTOR (REPLACEMENT).

1. USE: CHECK A.C. DELIVERED TO CONSTRUCTION PROJECTS MEET JOB SPECIFICATIONS BY EXTRACTING ASPHALT FROM ASPHALT PAVING MIXES TO DETERMINE PERCENTAGE OF ASPHALT AND RUN GRADATION TEST ON AGGREGATE AS PER ASTM D-1097 AND AASHO T-164 TEST STANDARDS.
2. NEED:
   A. REPLACE PRESENT EQUIPMENT WHICH IS OLD AND UNSAFE ACCORDING TO CALIFORNIA INDUSTRIAL SAFETY STANDARDS.
   B. PROPERLY ENFORCE JOB SPECIFICATIONS
   C. CONSTRUCTION CONTROL
3. NO. NEEDED: 1 EACH
4. ESTIMATED COST: $675.00
   SALVAGE NONE (EXCEPT FOR JUNK)
   NET COST $675.00
   AGE OF PRESENT EQUIPMENT: 41 YEARS
5. DIV. PRIORITY: 5

C. PLATFORM SCALE (REPLACEMENT).

1. USE:
   A. WEIGH VARIOUS BULKY MATERIALS, AND LARGE BATCHES OF AGGREGATE
   B. WEIGH CONCRETE CYLINDERS
2. NEED:
   A. PRESENT SCALE NOT ACCURATE, OLD, OBSOLETE.
   B. OTHER SCALES AND BALANCES HAVE LOW WEIGHT CAPACITY.
   C. INCREASED USE OF LIGHTWEIGHT CONCRETE IN BUR. OF ARCHT. JOBS HAS RESULTED IN THE NEED OF A NEW ACCURATE SCALE TO CHECK UNIT WEIGHT OF CONCRETE AND YIELD OF CONCRETE
   D. WEIGH SAMPLES OF ROCK FOR UNTREATED ROCK BASE.
3. NO. NEEDED: 1 EACH
4. ESTIMATED COST: $720.00
   SALVAGE NONE
   NET COST $720.00
5. DIV. PRIORITY: 7

D. TESTING MACHINE (REPLACEMENT)

1. USE:
   A. DETERMINE COMPRESSIVE STRENGTH OF CONCRETE TEST CYLINDER AND OTHER CONSTR. MATERIALS
   B. DETERMINE TENSILE STRENGTH OF CONSTR. MTLS.
   C. TO INSURE COMPLIANCE WITH SPECIFICATIONS
   D. RUN STRENGTH TESTS AS PER ASTM C-78, C-293, C-39; AASHO T-22, T-97 STANDARDS
2. NEED:
   A. REPLACE MACHINE THAT IS OBSOLESCENT, UNWIELDY AND DOES NOT MEET CALIF. INDUS. SAFETY COMMISSION STANDARDS
   B. SHOULD STATE INDUSTRIAL SAFETY COMMISSION CONDEMN THIS MACHINE, CITY HAS NO ALTERNATE EQUIPMENT TO RUN TESTS
   C. MACHINE BROKE DOWN REQUIRING EXPENSIVE EMERGENCY REPAIR WITH NO GUARANTEE THAT FURTHER BREAKDOWN WILL NOT BE FORTHCOMING
   D. PROPERLY ENFORCE JOB SPECS. AND CONTROL QUALITY OF MATERIALS IN CONSTRUCTION PROJECTS
   E. HELP IN FOUNDATION INVESTIGATIONS
   F. DURING BREAKDOWN OF EXISTING MACHINE, TESTS HAD TO BE RUN IN A MANNER CONTRARY TO ASTM AND AASHO WHICH WOULD HAVE PLACED THE CITY IN A QUESTIONABLE POSITION SHOULD TEST RESULTS HAVE NOT MET SPECIFICATIONS
3. NO. NEEDED. 1 EACH
4. ESTIMATED COST: $15,500.00
   SALVAGE 500 (QUEST.)
   NET COST $15,000.00
5. DIV. PRIORITY: 3

E. DOOR CLOSERS (2) REPLACEMENT. TWO (2) DOOR CLOSERS - HYDRAULIC WITH HOLD-OPEN ARM "HUNDLEY" AT $40.00 EACH $80.00.
THESE ITEMS WOULD REPLACE SPRING CLOSERS WHICH DO NOT CONTROL DOORS. IN ADDITION, THE SLAMMING OF DOORS WHEN THEY ARE RELEASED IS DISTRACTING TO PERSONNEL.
THE HOLD-OPEN ARMS OF HYDRAULIC DOOR CLOSERS WOULD PERMIT DOORS BEING KEPT OPEN WITHOUT THE NECESSITY OF USING A CHAIN OR OTHER PIECE OF EQUIPMENT AS A STOP.

F. TWO (2) SEDANS, FOUR-DOOR (REPLACEMENT).

1. USE:
   A. TRAVEL TO VARIOUS CONSTRUCTION PROJECTS TO INSPECT THEM
   B. INSPECT VARICUS SECTIONS OF A CONSTRUCTION PROJECT THAT EITHER COVERS A LARGE AREA, OR IS SCATTERED AT VARIOUS LOCATIONS
2. NEED:
   A. REPLACE CARS THAT ARE OLD AND WORN OUT
   B. CAR # 129 = 60,000 MILES; CAR #106 = 46,000 MILES
3. NO. NEEDED: 2 EACH
4. ESTIMATED COST: $1,700.00 X 2 = $3,400.00
   SALVAGE NONE (EXCEPT FOR JUNK)
   NET COST $3,400.00
   AGE OF EQUIPMENT: 6 - 9 YEARS
5. DIV. PRIORITY: 8

CONTROLLER'S FORM No. 4150

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or District: ENGINEERING — Appropriation Number: 1,421 — Sheet Number 11 of 14 Sheets — Index Number 421

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Class No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (-) Decrease: Force	Amount	Recommended by Office Board, Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														EQUIPMENT - INDUSTRIAL															
2													400,002	WASTES CONTROL															
3														NEW															
4													412	1 Electric Typewriter			465		465			465			0				A
5													416	1 Electric Eye Polaroid Camera Kit			210		210			210			0				B
6													420	Burette Supports - Double Castaloy			35		35			35			0				C
7													420	Funnel Support & 3 Test Tube Racks			25		25			25			0				D
8													420	1 Ring Stand & Rings			35		35			35			0				E
9													420	Miscellaneous Equipment for Flow Measurement			200		200			200			0				F
10													420	Samplers			50		50			50			0				G
11													420	Explosive Meter & Probe			110		110			110			0				H
12													420	Mechanical Interval Timer			13		13			13			0				I
13													420	Hand-Driven Centrifuge			30		30			30			0				J
14													420	Nessler Tubes & Holder			32		32			32			0				K
15													420	Hoyce Pyrotoma with Probe			90		90			90			0				L
16													420	Vacuum-Pressure Pump with Gasoline Driven Motor			175		175			175			0				M
17													420	Beckman Portable PH Meter Model N-1			340		340			340			0				N
18													420	Beckman Spectrophotometer Model B			1500		1500			1500			0				O
19													442	Ice Box			100		100			100			0				P
20													456	1 Van Type Panel Truck			2500		2500			2500			0				Q
21													474	Miscellaneous Safety Equipment			90		90			90			0				R
22	-									-	-	-		TOTAL NEW EQUIPMENT			6000		6000			6000			0				
23	-									-	-	-		Gross Total Equipment - Industrial Wastes Control			6000		6000			6000			0				
24	-									-	-	-		Transfer to Purchaser			6000		6000			6000			0				
25														Net Total Equipment Industrial Wastes Control			-		-			-			-				
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A. ELECTRIC TYPEWRITER - NEW. TO PERFORM THE OFFICE WORK ASSOCIATED WITH THE INDUSTRIAL WASTE PROGRAM. THE CORRESPONDENCE NECESSARY WILL INCLUDE THAT REQUIRED TO COORDINATE THE WORK OF THE STAFF WITH OTHER GOVERNMENTAL AGENCIES, PROPOSE REVISIONS TO ORDINANCES ARISING FROM CHANGING TIMES AND CIRCUMSTANCES, PLANNING AND DIRECTION OF PROGRAM, GENERAL CORRESPONDENCE AND PROGRESS REPORTS.

B ELECTRIC EYE POLOROID CAMERA KIT (NEW). ELECTRIC EYE POLOROID CAMERA KIT WITH FLASH ATTACHMENT TO ENABLE THE FIELD STAFF TO GATHER ON THE SPOT PICTURES FOR PURPOSES OF PERMANENT RECORD OF CONDITIONS RESULTING FROM VIOLATIONS TO THE INDUSTRIAL WASTE PROGRAM.

C. BURETTE SUPPORTS - DOUBLE CASTALOY --(NEW). TO SUPPORT BURETTE USED IN THE TESTING OF SAMPLES COLLECTED DURING INVESTIGATIONS OF VIOLATIONS TO THE REGULATIONS OF THE INDUSTRIAL WASTE PROGRAM.

D. FUNNEL SUPPORT AND THREE TEST TUBE RACKS --(NEW). TO SUPPORT FUNNELS AND TEST TUBES THAT ARE NOT BEING HELD IN POSITION BY CLAMPS OR OTHER MEANS OF SUPPORT.

E. RING STAND AND RINGS -- (NEW). TO SUPPORT TEST TUBES, FLASKS AND OTHER LABORATORY EQUIPMENT AS NEED ARISES DURING THE TESTS BEING PERFORMED ON THE SAMPLES COLLECTED UNDER THE INDUSTRIAL WASTE PROGRAM.

F. MISCELLANEOUS EQUIPMENT FOR FLOW MEASUREMENT -- (NEW). THE VARIOUS PRICES OF EQUIPMENT TO MEASURE THE RATE OF FLOW OF SEWAGE AS REQUIRED IN THE INDUSTRIAL WASTE PROGRAM.

G. SAMPLERS -- (NEW). FOR OBTAINING AND STORING SAMPLES OF SEWAGE THAT ARE TO BE TESTED FOR POSSIBLE VIOLATIONS OF THE ORDINANCE 7425.

H. EXPLOSIVE METER AND PROBE -- (NEW). TO DETERMINE THE PRESENCE OF GASES IN SEWER LINES PRIOR TO ENTERING IN ORDER TO OBSERVE CONDITIONS OR OBTAIN SAMPLES FOR THE INDUSTRIAL WASTE PROGRAM.

I. MECHANICAL INTERVAL TIMER -- (NEW). TO DETERMINE THE TIME LAPSE OF TESTS BEING PERFORMED IN SAMPLES BEING INVESTIGATED UNDER THE INDUSTRIAL WASTE PROGRAM.

J. HAND-DRIVEN CENTRIFUGE -- (NEW). FOR PURPOSES OF SEPARATING THE SOLIDS FROM THE LIQUIDS OF SAMPLES COLLECTED IN THE INDUSTRIAL WASTE PROGRAM.

K NESSELER TUBES AND HOLDER (COLORIMETRIC) -- (NEW). SET OF TWELVE NESSELER TUBES AND HOLDER TO PERFORM COLOR COMPARISON TESTS OF SAMPLES IN ORDER TO DETERMINE CONCENTRATION OF CHEMICALS IN SAMPLES BEING TESTED FOR VIOLATION OF ORDINANCE 7425.

L. BOYCO PYROTEMS WITH PROBE -- (NEW). TO DETERMINE THE TEMPERATURE OF SAMPLES AND OF THE FLOW IN THE SEWER LINES BY MEANS OF A PROBE WITH TEMPERATURES INDICATED ON A DIAL.

M. VACUUM-PRESSURE PUMP WITH GASOLINE DRIVEN MOTOR -- (NEW). FOR PURPOSE OF FILTERING OUT THE SUSPENDED SOLIDS FROM THE LIQUID OF SAMPLES COLLECTED FROM AREAS OF SUSPECTED VIOLATION OF ORDINANCE 7425.

N. BECKMAN PORTABLE PH METER MODEL N-1 -- (NEW). FOR TESTING THE ACIDITY OF THE SAMPLES COLLECTED FROM SEWERS OF INDUSTRIAL PLANTS SUSPECTED OF VIOLATING THE RULES AND REGULATIONS OF ORDINANCE 7425.

O. BECKMAN SPECTROPHOTOMETER -- MODEL B -- (NEW). TESTING EQUIPMENT FOR DETECTION OF TOXIC CHEMICALS, SOLVENTS AND PETROLEUM PRODUCTS PRESENT IN SAMPLES COLLECTED FROM SEWERS OF INDUSTRIAL ESTABLISHMENTS SUSPECTED OF VIOLATING THE RULES AND REGULATION OF ORDINANCE 7425.

P. ICE BOX -- (NEW). TO STORE SAMPLES COLLECTED FROM SUSPECTED AREAS OF VIOLATIONS PRIOR TO TESTING.

Q. VAN TYPE PANEL TRUCK -- (NEW). THE VAN TYPE PANEL TRUCK WILL ENABLE THE FIELD PERSONNEL OF THE INDUSTRIAL WASTE PROGRAM TO HAVE A MOBILE LABORATORY FOR THE PURPOSE OF "ON THE SPOT" SAMPLING, TESTING AND EVALUATION OF THE SUSPECTED VIOLATIONS OF THE REGULATIONS OF ORDINANCE 7425. BY NATURE OF THE WORK INVOLVED, A VEHICLE FOR THE EXCLUSIVE USE OF THE INDUSTRIAL WASTE PROGRAM WILL RESULT IN THE MOST EFFICIENT USE OF THE STAFF ASSIGNED TO THIS PROGRAM.

R. MISCELLANEOUS SAFETY EQUIPMENT -- (NEW). SAFETY EQUIPMENT AS REQUIRED BY THE DIVISION OF INDUSTRIAL SAFETY OF THE STATE OF CALIFORNIA FOR PERSONNEL EMPLOYED IN THE TYPE OF WORK REQUIRED IN THE INDUSTRIAL WASTE PROGRAM.

CONTROLLER'S FORM No. 4580

946

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS | Bureau or Division: ENGINEERING | Appropriation Number: 1.421 | Sheet Number 12 of 14 Sheets | Index Number 421

Line Number	Actual Expenditures 1959 1960 Odd Yrs Only	FISCAL YEAR 1960 1961 BUDGET Salary Ord. Specified Item No.	Number of Employees	Rate	Amount (Odd Yrs Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960 1961 Actual First 8 Months (Dollars Only)	Probable Next 8 Months (Dollars Only)	Probable for Year (Dollars Only)	1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961 1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 5 and 8 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) Q.	2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Personnel Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1																													
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4																													
5																													
6																													
7																													
8														EQUIPMENT -															
9	2935				-					-	-	-	400.96	DEPRECIATION RESERVE			-	-	-			-							
10																													
11	2935				-					-	-	-	400.96	Gross Total Equipment - Depreciation Reserve			-	-	-			-							
12	2935				-					-	-	-		TRANSFER TO PURCHASES			-	-	-			-							
13	-				-					-	-	-		Net Total Equipment - Depreciation Reserve															
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EQUIPMENT - DEPRECIATION RESERVE

1959-60

O.E.		ITEM	EXPENDED
		New	
456	1	Station Wagon	$ 2,214.
		Replacements	
412	1	Mimeograph Machine	721.
		Total 1959-60	$ 2,935.

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

948

Department Board or Commission: PUBLIC WORKS — Bureau or Division: ENGINEERING — Appropriation Number 1,421 — Sheet Number 13 of 14 Sheets — Index Number 421

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1													800,000	FIXED CHARGES																1
2	65				51					-	78	78		American Society for Testing Material			78		27			78			78				A	2
3																														3
4																														4
5																														5
6																														6
7																														7
8																														8
9	22087				10000					7400	2600	10000	900,000	SPECIAL INSPECTION			10000		-			10000			10,000				B	9
10														Receipts Allocated																10
11														to Appropriation																11
12																														12
13																														13
14																														14
15																														15
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34																														34
35																														35

A. MEMBERSHIPS. FOR REFERENCE IN DESIGN AND CONSTRUCTION PROJECTS.
AMERICAN SOCIETY FOR TESTING MATERIALS $78.00

B. SPECIAL INSPECTION, $10,000.00. RECEIPTS ALLOCATED TO APPROPRIATION.

CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

950

Department Board or Commission: PUBLIC WORKS — Bureau or Division: ENGINEERING — Appropriation Number: 1,421 — Sheet Number 14 of 14 Sheets — Index Number 421

Line Number	Actual Expenditures 1959-1960 Dollars Only	Fiscal Year 1960-1961 BUDGET Salary Ord. Section No.	Number of Employees	Rate	Amount	Supplemental Appropriations or Modifications Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	Departmental Budget Estimate for Fiscal Year 1961-1962 Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (-) Decrease Number	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (-) Decrease Amount	Recommended by Office, Board Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Space
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														PARKING METERS															
2													200.001	CONTRACTUAL SERVICES															
3	1197				850	ORD. NO. 568-60 SUV 1666			403	-	1253	1253	219	Removal, Relocation & Installation of Meters			1000		150			1000			850				
4	49				50					19	31	50	224	Blueprints, etc. P/S			75		25			75			50				
5	3539				5392					2053	3339	5392	296	Painting Parking Meter Stall B/R			3787		-1605			3787			3,787				
6	4775				6292				403	2072	4623	6695		GROSS CONTRACTUAL			4862		-1430			4862			4,687				
7	3539				5392					2053	3339	5392		Transfer to Traffic Painting of Building Repair			3787		-1605			3787			3,787				
8	49				50					19	31	50		Transfer to Purchaser			75		25			75			50				
9	3588				5442					2072	3370	5442		TOTAL TRANSFERS			3862		-1580			3862			3,837				
10	1197				850				403	-	1253	1253		NET CONTRACTUAL			1000		150			1000			850				
11																													
12																													
13																													
14																													
15																													
16	6218				-	ORD.568-60,12/22/60 SUV 1666			2227	-	2227	2227	400.01	EQUIPMENT-PARKING METERS			-		-			-			-				
17	6218				-				2227	-	2227	2227		TOTAL EQUIPMENT - PARKING METERS			-		-			-			-				
18	6218				-				2227	-	2227	2227		Transfers to Purchaser			-		-			-			-				
19	-				-				-	-	-	-		NET EQUIPMENT-PARKING METERS			-		-			-			-				
20																													
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EQUIPMENT 1959-60

O.E.	ITEM	EXPENDED
447	147 Parking Meters	$ 6,218.

EQUIPMENT 1960-61

O.E.	ITEM	BUDGET ALLOWANCE	REFERENCE	SUPPLEMENTAL APPROPRIATION	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES FOR YEAR
447	50 Parking Meters	-	ORD. NO.568-60	$2,227.	-	$2,227.

A PARKING METERS, REMOVALS, RELOCATIONS AND INSTALLATION $1,000.00. THIS ITEM IS NECESSARY, AS PAST EXPERIENCE HAS SHOWN THAT EVERY YEAR THERE ARE MASS RELOCATIONS OF PARKING METERS, CAUSED BY NEW ONE-WAY STREET INSTALLATIONS, CHANGES IN PARKING PROCEDURE, ETC. AS WILL BE NOTED, NO FUNDS HAVE BEEN USED TO DATE. HOWEVER, THIS DOES NOT MEAN THAT NO CALL WILL BE MADE ON THESE FUNDS BETWEEN NOW AND THE END OF THE FISCAL YEAR. IF ALLOWED THIS MONEY WILL NOT BE USED EXCEPT AS STATED IN THE TEXT OF THE ABOVE REQUEST.

B. PARKING METERS, BLUEPRINTS AND REPRODUCTION P/S. $75.00. FOR BLUEPRINTS AND REPRODUCTION OF PARKING METER PLANS AND DRAWINGS REQUIRED IN THE RECORDING OF AND IN THE KEEPING OF RECORDS UP TO DATE DUE TO THE CONSTANT CHANGES IN THE POSITIONS OF OUR 12,500 METERS SPREAD OVER THE CITY.

C. PARKING METERS, REPAINTING EXISTING STALLS, BU. OF BLDG. REPAIR. PENDING SUMMARY WORK PROGRAM - 1961-62.
TRAFFIC PAINT STRIPING - BUREAU OF BUILDING REPAIR, DEPT. OF PUBLIC WORKS.
PAINTING OF PARKING METER STALLS:

DIAGONALS -	600 AT	.7233	$ 434.00
CROSSES -	4,130 AT	.8119	3,353.00
			$3,787.00

EXPLANATION SHEET

423

INDEX NO. A6 - DEPT. PUBLIC WORKS - GENERAL OFFICE

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries - Director	8,000	8,000	8,000	12,000	12,000	15,000	15,000	15,000	15,000	15,000	16,800	16,800	17,700	19,200	116,743	121,956	128,286
Number of Employments - Director	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(18)	(18)	(18)
Permanent Salaries - General Office	14,738	17,741	22,165	24,295	25,768	30,977	28,525	39,032	46,664	50,391	56,477	56,367	54,414	60,238	-		
Number of Employments - General Office	(6)	(7)	(9)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(9)	-		
Permanent Salaries - Phone Operators	13,902	13,812	13,905	15,641	15,391	15,947	15,967	16,071	17,769	18,905	20,089	20,712	21,331	29,298	-		
Number of Employments - Phone Operators	(7)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	-		
Allowance for Overtime	181	76	71	100	79	-	-	-	6	-	-	-	9	25	-	-	-
Leaves and Replacements	-	-	82	107	72	-	136	65	61	86	69	67	85	-	132	-	-
Holiday Pay	1,355	2,058	1,485	760	1,334	767	1,099	1,375	1,161	1,362	2,513	1,632	1,713	36	-	-	-
Temporary Salaries	66	15	61	-	84	86	164	189	219	313	303	490	170	100	92	128	484
Maintenance & Repair - Automotive Equipment	123	123	135	142	196	230	351	318	468	287	358	567	376	333	107	200	297
Office Equipment Repairs	4,575	5,596	5,853	6,426	6,825	7,746	10,827	12,338	15,905	17,237	18,760	21,382	23,077	28,156	36,255	36,335	44,674
Other Contractual Services	25	34	22	18	30	34	63	132	165	178	196	175	183	213	246	232	243
Fuels, Illuminants and Lubricants	4,101	3,969	4,138	4,160	4,149	4,546	5,209	4,690	4,720	4,621	4,336	4,277	4,480	3,554	3,683	3,658	5,301
Stationery	16	-	22	-	-	-	-	36	40	6	34	42	-	868	585	633	577
Other Materials and Supplies	-	-	110	-	356	259	125	2,084	65	-	252	65	235	2,863	17,308	2,501	196
Equipment	19	29	29	29	19	39	116	325	101	101	132	101	569	802	344	333	823
Fixed Charges	-	-	-	-	248	-	64,098	-	-	-	19,571	577,152	455,035	861,441	884,024	629,660	793,673
Improvements																	
TOTAL	47,101	51,453	56,070	64,378	66,601	75,631	141,680	91,456	101,844	108,487	139,870	700,515	579,377	1,007,127	1,059,829	795,927	974,823

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

954

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number: 1 of 5 Sheets — Index Number: 423

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord Sec No: Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 8 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Difference
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21 C. A. O.	22	23	24	25	26	27	28	29
1														RECAPITULATION															
2																													
3	(18) 128286		18		138389				-531	68663	69195	137858	110.	PERMANENT SALARIES	20		151685	2	13296	19		142067	18		140,882				
4	484				-				75	-	175	175	120.	TEMPORARY SALARIES			500		500			500			250				
5	36202				40501				75	20526	20334	40860	200.	CONTRACTUAL SERVICES			79449		38948			79099			40,392				
6	-				-				3752	-	3252	3752	298.001	SEWAGE TREATMENT REFUNDS-BAKER'S BEACH APARTMENTS			-		-			-							
7	9038				-				-	-	-	-	298.002	REMOVE RIVER BOAT FROM AQUATIC PARK			-		-			-							
8	-				-				2500	-	2500	2500	298.002	DEMOLITION OF HOUSEBOATS			-		-			-							
9	-				-				-	-	-	-	298.003	CENTRAL FAMILY RELOCATION SERVICE			2800		2800			2800			500				
10	6121				5685					2190	3473	5663	300.	MATERIAL & SUPPLIES			5985		300			5985			5,885				
11	196				1550					1543	-	1543	400.	EQUIPMENT			1540		-10			1540			1,540				
12	823				1007					759	248	1007	800.	FIXED CHARGES			1055		48			970			970				
13	181150		18		187132				5871	93681	99677	193358		SUBTOTAL	20		243014	2	55882	19		232961	18		190,419				
14	793673				406450				328825	119191	2574884	2694275		IMPROVEMENTS			9361015		8954565			9361015			1,300,200				
15	974823		18		593582				334696	213072	2674561	2887633		GROSS BUDGET	20		9604029	2	9010447	19		9593976	18		1,529,619				
16														TRANSFER TO PURCHASER															
17	33104				34235				150	16330	18209	34539	900.	CONTRACTUAL			69209		34974			69159			34,102				
18	820				850					115	713	828	400.	MATERIALS & SUPPLIES			950		100			950			850				
19	196				1550					1543	-	1543	400.	EQUIPMENT			1540		-10			1540			1,540				
20	34120				36635				150	17989	18922	36910		TOTAL TRANSFERS TO PURCHASER			71699		35064			71649			36,492				
21	500				500					500	-	500		TRANSFER TO CHIEF ADMINISTRATIVE OFFICER			500		-			500			500				
22	8836				18971				15653	61294	-26685	34609		TRANSFER TO BUREAU OF ARCHITECTURE			-		-18971			-							
23	43456				56106				15653	79783	-7763	72019		TOTAL TRANSFERS			72199		16093			72149			36,992				
24	931367		18		537476				350478	133290	2682324	2815614		NET REQUEST	20		9531830	2	8994154	19		9521827	18		1,492,627				
25																													
26																													
27																													
28														RECEIPTS BY TRANSFER FROM 1.169.500.000													
29	2980				-					-	-	-		TO 1.423.----.169			129750		129750			129750			0				
30	2980									-	-	-		TOTAL RECEIPTS BY TRANSFER			129750		129750			129750			0				
31																													
32																													
33																													
34																													
35																													

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

955

Department Board or Commission PUBLIC WORKS Bureau or Division GENERAL OFFICE Appropriation Number 1,423 Sheet Number 2 of 5 Sheets Index Number 423

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 40 & 40.1 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (+) Increase (-) Decrease Force	Amount	(2) Budget as Recommended by Office Budget Commission or Department Heads Number of Employees C.	Rate A.	Amount (Dollars Only) D.	(2) Budget as Recommended by the Mayor Number of Employees	Rate	Amount	(3) Budget as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Note and Index	Line No.
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	25
1	NO. OF EMPLOYEES					TO COMPENSATION RESERVE			-531				110.000	PERMANENT SALARIES															1
2	1959-60 1	1	1	1548 1881	22572								P2	Director of Public Works	1	1548 1881	22572		-	1	1548 1881	22572	1	1625 1977	23,724				2
3																													3
4														GENERAL OFFICE															4
5	1	2	1	1047 1273	15276								B95.1	Asst. Director, Administrative	1	1047 1273	15276		-	1	1047 1273	15276	1	1099 1337	16,044				5
6	1	3	1	268 325	3900								B210	Office Assistant	1	268 325	3900		-	1	268 325	3900	1	281 341	3,543				6
7	1	4	1	425 518	6216								B228	Senior Clerk	1	425 518	6216		-	1	422 518	6216	1	436 530	6,360				7
8	3	5	3	350 425	15300								B408	General Clerk-Stenographer	3	350 425	15300		-	3	350 425	15300	3	367 447	16,092				8
9	1	8.1	1	1212 1474	17688								P3	Asst.Director of Public Works Maintenance & Operation	1	1212 1474	17688		-	1	1212 1474	17688	1	1273 1548	15,514				9
10	1	9	1	745 905	10860								P407	Engineering Analyst	1	745 905	10860		-	1	745 905	10860	1	802 974	11,688				10
11	-	-	-	-	-								G81	Sr. Department Personnel Officer - New	1	782 950	9618	1	9618	-	782 950	-						A	11
12	1	10	PT 1	862 1047	7853								L360	Physician - Part Time	PT 1	862 1047	7853		-	PT 1	1047	7853	1	1					12
13					-																								13
14														TELEPHONE EXCHANGE															14
15	7	11	7	325 395	32952								B454	Telephone Operator	7	325 395	32634		-318	7	325 395	32634	7	341 415				B	15
16	-	-	-	-	-								B454	Telephone Operator - New	1	325 395	3996	1	3996	1	325 395	3996	1					C	16
17	1	13	1	395 481	5772								B458	Chief Telephone Operator	1	395 481	5772		-	1	395 481	5772							17
18																													18
19	(18) 123286		18		138389				-531	68663	69195	137858		TOTAL PERMANENT SALARIES	20		151685	2	13296	19		142067							19
20																													20
21																													21
22																													22
23																													23
24																													24
25	484				-	Trf.#596, 10/24/60	25	-		175		175	120.000	TEMPORARY SALARIES			500		500			500						D-E	25
26																													26
27																													27
28																													28
29																													29
30																													30
31																													31
32																													32
33																													33
34																													34
35																													35

BUDGET ESTIMATE INDEX NO. 423 OPPOSITE SHEET NO. 2

EXPLANATION SHEET

A. G-81 SENIOR DEPARTMENTAL PERSONNEL OFFICER

TO CREATE A POSITION TO DIRECT AND COORDINATE THE PERSONNEL ACTIVITIES OF THE DEPARTMENT WILL ASSIST IN PROPER CLASSIFICATION OF POSITIONS, INTERVIEW NEW EMPLOYEES, COORDINATE SUCH ACTIVITIES AS THE JACOBS SURVEY, ASSIST IN SALARY STANDARDIZATION, DEAL WITH EMPLOYEE GROUPS.

B. NEW EMPLOYEE AT LOWER RATE

C. B-454 TELEPHONE OPERATOR

ONE ADDITIONAL POSITION OF SWITCHBOARD WILL BE INSTALLED ABOUT JULY 1, 1961, FOR THE PURPOSE OF HANDLING THE CONSTANT INCREASE IN THE VOLUME OF INCOMING TELEPHONE CALLS. WE WILL NEED AN ADDITIONAL OPERATOR TO HANDLE THIS INCREASED VOLUME OF CALLS. (IF THIS REQUEST IS ALLOWED WE WILL NOT REQUIRE TEMPORARY SALARIES.)

D TEMPORARY SALARIES - TELEPHONE OPERATORS $500

REPLACEMENT OF EMPLOYEES ON SICK LEAVE WITH PAY AND ON SHORT TERM LEAVES WITHOUT PAY WHICH MUST BE CHARGED TO TEMPORARY SALARIES UNDER THE CONTROLLER'S REGULATION. REPLACEMENT NECESSARY ONLY WHEN TWO OR MORE TELEPHONE OPERATORS ARE ABSENT.

E. ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61.

CONTROLLER'S FORM No. 2248

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

957

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1,423 — Sheet Number 3 of 5 Sheets — Index Number 423

Line No.	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 6 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													200,000	CONTRACTUAL SERVICES															1
2	195				600	Trf.#596,10/24/60			-73	527	-	527	206	Travel Expense			700		100			600						A	2
3	14				-					-	-	-	216	Recapping Tires & Tubes			-		-			-							3
4	297				250					304	100	404	216	Automotive Repairs P/S			300		50			300						B-D	4
5	269				300	Trf.#596,10/24/60			-2	198	100	298	218	Office Equipment Repairs			300		-			300						C	5
6	137				150					82	68	150	224	Services of the Reproduction Bureau P/S			250		100			200						E	6
7	-				51					22	29	51	224	Book Binding, etc.			51		-			51						E	7
8	32670				33000	Ord. No. 520-60			150	15897	17253	33150	232	Telephone & Telegraph P/S			35000		2000			35000						F	8
9	-				733					-	733	733	232.01	Telephone Installations P/S			33557		32824			33557						G	9
10	956				1000					445	555	1000	233	Postage			1000		-			1000						H	10
11	912				1000					-	1000	1000	234	Printing Annual Report			1000		-			1000						I	11
12	587				421					346	75	421	235	Subscriptions			445		24			445						J	12
13	44				-					-	-	-	240	Street Address Directory			-		-			-							13
14	-				102					47	55	102	240	Street Address Directory BS			102		-			102						K	14
15	-				144					28	116	144	241	Rental - Postal Meter			144		-			144						L	15
16	-				2500					2500	-	2500	261	Architectural & Engineering Services Capital Improvement Program			6000		3500			6000						M	16
17	69				-					130	-	130	264	Court Reporters' Transcriptions			-		-			-						O	17
18	-				250					-	250	250	298	"Curb Your Dog" Signs			500		250			300						N	18
19	52				-					-	-	-	298	Miscellaneous			100		100			100						O	19
20	36202				40501				75	20526	20334	40860		TOTAL CONTRACTUAL SERVICES			79449		38948			73099							20
21	33104				34235				150	16330	18209	34539		Transfer to Purchaser			69209		34274			69159							21
22	3098				6266				-75	4196	2125	6321		NET CONTRACTUAL SERVICES			10240		3974			9940							22
23																													23
24	-				-	From Prior Year			3752	-	3752	3752	298,001	Sewage Treatment Refunds - Baker's Beach Apartments			-		-			-							24
25	9038				-					-	-	-	298.002	REMOVE RIVER BOAT "FORT SUTTER" FROM AQUATIC PARK			-		-			-							25
26	-				-	Ord. No.564+50			2500	-	2500	2500	298.002	DEMOLITION OF HOUSEBOATS			-		-			-							26
27	-				-					-	-	-	298,003	CENTRAL FAMILY RELOCATION SERVICE			2800		2800			2800						P	27
28													300,000	MATERIALS & SUPPLIES															28
29	-				35					15	20	35	301	Tires & Tubes			35		-			35						Q	29
30	243				250					98	130	228	321	Gasoline & Oil P/S			250		-			250						R	30
31	5301				4800					2060	2740	4800	371	Stationery			5000		200			5000						S	31
32	577				600					17	583	600	375	Purchaser of Supplies - Stationery P/S			700		100			700						T	32
33	6121				5685					2190	3473	5663		TOTAL-MATERIALS & SUPPLIES			5985		300			5985							33
34	820				850					115	713	828		Transfer to Purchaser			950		100			950							34
35	5301				4835					2075	2760	4835		NET-MATERIALS & SUPPLIES			5035		200			5035							35

A. TRAVEL EXPENSE

ROUTINE TRAVEL: LEGISLATIVE HEARINGS, SACRAMENTO, ETC. $200

OFFICIAL TRAVEL: BY : DIRECTOR OR HIS REPRESENTATIVE
PURPOSE: CONVENTION - AMERICAN PUBLIC WORKS ASSOCIATION
MEMBERSHIP AUTHORIZED CHD. NO. 416-58
DATE: SEPTEMBER 24-27
PLACE: MINNEAPOLIS, MINNESOTA
AMOUNT: $500

TOTAL $700

B. AUTOMOTIVE REPAIR - P/S

TO PROVIDE FUNDS FOR MAINTENANCE AND REPAIR OF AUTOMOBILES ASSIGNED TO DIRECTOR (1957 OLDSMOBILE) AND ASSISTANT DIRECTOR, M&O (1957 FORD) $300

C OFFICE EQUIPMENT REPAIR

SERVICE CONTRACT FOR MAINTENANCE AND REPAIR OF:

1 ELECTRIC ADDING MACHINE	$ 35
2 ELECTRIC TYPEWRITERS	50
2 STANDARD TYPEWRITERS	30
1 IBM TIME STAMP	20
MISCELLANEOUS REPAIRS	165
	$300

D. REPRODUCTION SERVICE - P/S

MISCELLANEOUS BLUE PRINTS AND PHOTOSTATS FOR DIRECTOR $250

E. BOOKBINDING

TO BIND ORDERS AND INDEXES OF MINUTES OF MEETINGS OF THE DEPARTMENT OF PUBLIC WORKS, 3 @ $17 = $51

F TELEPHONE AND TELEGRAPH - P/S

CONTINUING TELEPHONE SERVICE $35,000

G TELEPHONE AND TELEGRAPH P/S - NEW INSTALLATIONS

INSTALLATION COST - NEW 20 POSITION 4 DIGIT AUTOMATIC DIALING TELEPHONE SWITCHBOARD $33,297

OTHER INSTALLATION COSTS: *SEE BELOW 260

$33,557

* TWO (2) TELEPHONE EXTENSIONS - ROOMS 12-24, 2323 ARMY STREET
ONE OF THE 'PHONES WILL BE PLACED IN THE BUREAU OF STREET CLEANING OFFICE WHICH HAS 6 DESKS AND IS USED BY 3 CLERKS, 4 DISTRICT DIRECTORS AND A SUPERVISOR OF STREET TREE PLANTING. THIS OFFICE NOW HAS ONLY 3 'PHONES. THE OTHER 'PHONE WILL BE PLACED IN THE SUPERINTENDENT'S OFFICE FOR USE BY A DISTRICT DIRECTOR WHO, IN ADDITION TO HIS DUTIES AS A DISTRICT DIRECTOR, ASSISTS IN THE PLANNING AND SCHEDULING OF STREET CLEANING ACTIVITIES. PRESENTLY, THERE IS ONLY ONE 'PHONE IN THE SUPERINTENDENT'S OFFICE AND THE OTHER OCCUPANT OF THIS OFFICE MUST GO ACROSS A HALL TO PLACE OR RECEIVE 'PHONE CALLS WHEN THE SUPERINTENDENT'S 'PHONE IS IN USE.

THE COST OF THESE 'PHONES IS AS FOLLOWS:

LOCATION	MONTHLY SERVICE CHARGES	PERIOD OF SERVICE	COMPUTATION	TOTAL
ROOM 12 2323 ARMY ST.	$3.55	7-1-61 THRU 6-30-62	3.55 x 12	$42.60
ROOM 24 2323 ARMY ST.	$3.55	7-1-61 THRU 6-30-62	3.55 x 12	42.60
				$85.20
$11.00 INSTALLATION CHARGE PER 'PHONE, 11 x 2				22.00
			TOTAL	$107.20
			SAY $108	

TELEPHONE - INSTALL 9-FOOT RETRACTABLE CORD IN ROOM 359-B, CITY HALL.	NON-RECURRING CHARGE		RECURRING CHARGE
	$ 2		- 0 -
ADDITIONAL TELEPHONES - NECESSARY FOR MOVE TO 450 McALLISTER STREET BUILDING INSPECTION PLUMBING INSPECTION ELECTRICAL INSPECTION URBAN RENEWAL	$150	152.00	
		$259.20	

H. POSTAGE

SAME AS LAST YEAR $1,000

I. PRINTING ANNUAL REPORT $1,000

GENERAL OFFICE'S SHARE OF PRINTING ANNUAL REPORT (BALANCE OF COST IN BUREAU OF STREET REPAIR BUDGET).

CONTINUED

J. SUBSCRIPTIONS

FOR MISCELLANEOUS TECHNICAL PUBLICATIONS: (NO CHANGE)

DAILY PACIFIC BUILDER	$ 50
ENGINEERING NEWS RECORD	6
AMERICAN CITY	4
2 MORNING PAPERS	48
1 AFTERNOON PAPER	18
	$126 - SAY $130

FOR 600 COPIES OF A MONTHLY BOOKLET "SAFE WORKER" DISTRIBUTED TO PERSONNEL AS ACTIVE PART OF DEPARTMENT SAFETY PROGRAM. THESE HAVE BEEN ENTHUSIASTICALLY RECEIVED BY PERSONNEL FOR THE PAST 5 YEARS. RATE OF 0.522 EACH PER YEAR IS DEPENDENT ON CONTINUING MEMBERSHIP IN THE NATIONAL SAFETY COUNCIL, OTHERWISE RATE IS DOUBLE. 315

TOTAL $445

K. STREET ADDRESS DIRECTORY SERVICE

CONTINUED STREET ADDRESS DIRECTORY SERVICE FOR THE TELEPHONE EXCHANGE, CITY HALL, $102

L. RENTAL - POSTAL METER

MONTHLY RENTAL OF POSTAL METER (@ $12.00 PER MONTH) TO ACCOMPANY PURCHASE OF EQUIPMENT. $144

M. VARIOUS CITY DEPARTMENTS - CAPITAL IMPROVEMENT PROGRAM

APPROXIMATELY 200 REQUESTS WILL BE RECEIVED DURING THE FALL OF 1961 FOR PREPARATION OF PRELIMINARY PLANS AND ESTIMATES IN CONNECTION WITH THE CAPITAL IMPROVEMENT PROGRAM. IT IS THEN NECESSARY TO CONTACT THE DEPARTMENT HEAD, DETERMINE THE SCOPE OF WORK, INSPECT BUILDING, AND THEN PREPARE PRELIMINARY ESTIMATES. TO PROVIDE REASONABLE ESTIMATES OF COSTS TO THE VARIOUS DEPARTMENTS SO THAT THE CAPITAL IMPROVEMENT PROGRAM CAN BE BASED ON ACTUAL SURVEY OF NEEDED IMPROVEMENTS. $5,000

N. "CURB YOUR DOG" SIGNS $500

THIS AMOUNT IS NEEDED FOR THE PURPOSE OF PURCHASING 500 "CURB YOUR DOG" SIGNS. TWO HUNDRED AND FIFTY (250) SIGNS WERE PURCHASED FOR THE CITY THROUGH THE CALIFORNIA STATE AUTOMOBILE ASSOCIATION OVER A YEAR AGO THESE SIGNS ARE NEEDED TO FILL THE REQUESTS WHICH COME FROM CITIZENS, BUSINESS GROUPS, AND THE HEALTH DEPARTMENT TO THE BUREAU OF ENGINEERING AT AN AVERAGE OF 20 PER MONTH; AND THERE IS EVERY INDICATION THAT THE NUMBER OF REQUESTS IS INCREASING AS PETITIONERS BECOME AWARE OF THEIR EXISTENCE.

O. MISCELLANEOUS $100

MISCELLANEOUS EXPENSE: FOR RECORDER'S TRANSCRIPTS ON EMPLOYEE HEARINGS
MOUNTING WALL MAPS
PARKING CHARGES FOR DIRECTOR ATTENDING MEETINGS DOWNTOWN
BRIDGE TOLLS

P. CENTRAL FAMILY RELOCATION SERVICE

NEEDED TO PROVIDE RELOCATION SERVICE FOR FAMILIES DISLOCATED BY CODE ENFORCEMENT AND CONDEMNATION PROCEEDINGS AND LAND ACQUISITION BY VARIOUS DEPARTMENTS OF THE CITY GOVERNMENT $2,400

Q. TIRES - TUBES

MAINTENANCE OF TIRES AND TUBES FOR 2 VEHICLES. $35

R. GASOLINE - OIL P/S

FOR 2 VEHICLES. $250

S STATIONERY $5,000

ALL PRINTED FORMS USED BY CENTRAL PERMIT BUREAU, BUREAU OF BUILDING INSPECTION AND GENERAL OFFICE ARE PURCHASED FROM THIS ACCOUNT. BOND AND MIMEOGRAPH PAPER - LETTERHEADS, ENVELOPES, FILE POCKETS, AND OTHER STATIONERY AND OFFICE SUPPLIES NECESSARY FOR OPERATION OF CENTRAL PERMIT BUREAU AND GENERAL OFFICE ARE ALSO INCLUDED IN THIS ITEM

T STATIONERY P/S $700

FOR SUPPLIES AND FORMS RECEIVED FROM CENTRAL WAREHOUSE OR PURCHASER.

U ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61.

CONTROLLER'S FORM No. 4130

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

960

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number 4 of 5 Sheets — Index Number 423

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960 1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960 1961 Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 3 and 5 (-) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reserved for
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1	196				1550					1543	-	1543	400	EQUIPMENT 1961-62					-1550									
2																													
3														NEW															
4													412	1 Pitney-Bowes Postal Scale-Model S-510 - 10 lb. Capacity			190		190			190			190			A
5													412	1 Tape Recorder with Micro-phones & Mixing Panel, etc.			500		500			500			500			B
6														TOTAL NEW			690		690			690			690			
7																													
8														REPLACEMENTS														
9													412	2 Electric Typewriters - 13"			850		850			850			850			C
10														TOTAL REPLACEMENTS														
11																													
12	196				1550					1543	-	1543		GROSS TOTAL EQUIPMENT			1540		-10			1540			1,540			
13	196				1550					1543	-	1543		TRANSFER TO PURCHASER			1540		-10			1540			1,540			
14	-				-					-	-	-		NET TOTAL EQUIPMENT			-		-			-						
15																													
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EQUIPMENT 1959-60

O.E.		ITEM	EXPENDED
		Replacements	
412	1	Electric Typewriter	$ 196.
		Total 1959-60	$ 196.

EQUIPMENT 1960-61

O.E.		ITEM	BUDGET ALLOWANCE	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES FOR YEAR
		New			
412	1	Postal Meter	$ 950.	$ 934.	$ 934.
412	1	Copying Machine	200.	212.	212.
		Total New	$1,150.	$ 1,146.	$ 1,146.
		Replacements			
412	1	Electric Typewriter	$ 400.	$ 397.	$ 397.
		Total Equipment 1960-61	$1,550.	$ 1,543.	$ 1,543.

A. EQUIPMENT - NEW

ONE (1) PITNEY-BOWES POSTAL SCALE - MODEL S-510 - 10 LB CAPACITY.

FOR USE WITH NEWLY ACQUIRED POSTAL METER IN ROOM 254 CITY HALL. USE OF THE METER IS EXPANDING CONTINUALLY, AND THE ONLY IMMEDIATELY AVAILABLE SCALE IS A TINT SPRING MODEL WHICH HAS MERELY A ONE-POUND CAPACITY. OTHER AVAILABLE SCALES IN EQUIVALENT OFFICES HAVE UP TO A FOUR-POUND CAPACITY. HOWEVER, MANY MAIL ITEMS WEIGH IN EXCESS OF THIS, AND IT IS NECESSARY TO TAKE THESE TO THE POSTOFFICE AND GET THEM WEIGHED, AND THEN BRING THEM BACK TO AFFIX THE PROPER METER CHARGE.

THE METER IS NEW THIS YEAR, AND IT IS [illegible] INCREASINGLY EVIDENT THAT A SCALE OF SUFFICIENT CAPACITY IS A REQUIRED ADJUNCT, AND ONE THAT WILL SOON PAY FOR ITSELF IN LARGE TIME SAVINGS, AND IN MONEY SAVINGS THROUGH MORE ACCURATE CHARGES [illegible] LARGE AND SMALL MAILING ITEMS. THE SCALE NOW REQUESTED HAS BEEN TESTED IN CONJUNCTION WITH THE METER, AND WILL MEET ALL CURRENT NEEDS, AND BE SUFFICIENT FOR ALL ANTICIPATED FUTURE EXPANSION OF METER USE. FROM THE STANDPOINT OF NECESSITY AND USEFULNESS, AS WELL AS EFFICIENCY AND ECONOMY, ITS ACQUISITION IS URGENTLY RECOMMENDED. $190

B TAPE RECORDER (WITH MICROPHONES AND MIXING PANEL)

THIS RECORDER IS NEEDED FOR ALL BUREAUS AS A MORE ECONOMICAL METHOD OF RECORDING PUBLIC HEARINGS THAN A COURT REPORTER. THE DEPARTMENT SPENDS FROM $200 TO $500 PER YEAR RECORDING PUBLIC HEARINGS BY MEANS OF A COURT REPORTER. FOLLOWING ARE THE TYPES OF HEARINGS RECORDED.

SCAVENGERS' RATE BOARD (DIRECTOR'S HEARING)
STREET IMPROVEMENTS
TRAFFIC AND HIGHWAY PROPOSALS
EMPLOYEE DISMISSAL HEARINGS
BOARD OF EXAMINERS (BUREAU BLDG. INSPECTION)

A COURT REPORTER'S FEE IS $25.00 MINIMUM AND IT IS OFTEN NECESSARY TO HAVE A COURT REPORTER IN ATTENDANCE EVEN THOUGH NO TRANSCRIPT IS REQUIRED. ESTIMATE $500

C. ELECTRIC TYPEWRITERS (2) (REPLACEMENT) $900 LESS TRADE IN VALUE $50.

TO REPLACE 2 ELECTRIC TYPEWRITERS USED BY THE SECRETARIES TO THE DIRECTOR AND THE ASSISTANT DIRECTOR. PRESENT ELECTRIC TYPEWRITERS EACH REQUIRE THE REPAIR MAN ONCE A WEEK AND ARE CONSTANTLY OUT OF SERVICE BECAUSE OF MECHANICAL FAILURE. WE WOULD NEVER AGAIN RECOMMEND THE ACCEPTANCE OF A CHEAPER MANUFACTURE JUST TO SAVE A FEW DOLLARS

CONTROLLER'S FORM No. 4290

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

963

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1,423 — Sheet Number: 5 of 5 Sheets — Index Number: 423

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Increase or Decrease over 1960-1961 Budget as Amended: Force	Amount	(2) Recommended by Civil Service Commission for Department: Number of Employees C.S.	Rate C.S.	Amount (Dollars Only) Q.S.	(3) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(4) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Date and Note	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													800.020	FIXED CHARGES															1
2														Memberships															2
3	-				25					-	25	25		American Concrete Institute			25		-			25							3
4	10				10					10	-	10		American Public Works Ass'n.			10		-			10							4
5	40				40					-	40	40		American Institute of Architects			40		-			40							5
6	-				25					-	25	25		American Society of Civil Engineers			25		-			-							6
7	11				8					-	8	8		California Sewage and Industrial Wastes			11		3			11							7
8	5				5					5	-	5		Certified Boiler and Elevator Inspectors			5		-			5							8
9	225				225					225	-	225		International Assn. of Housing & Redevelopment Officials			225		-			225							9
10	-				25					-	25	25		San Francisco Committee on Corrosion			25		-			25							10
11	7				7					7	-	7		Seismological Society			7		-			7							11
12	25				25					-	25	25		Structural Engineers Northern California			35		10			35							12
13	500				500					500	-	500		National Safety Council C.A.O.			500		-			500							13
14	-				12					12	-	12		National Association of Housing & Redevelopment Officials			12		-			12							14
15	-				75					-	75	75		Western Plumbing Officials Association			75		-			75							15
16	-				25					-	25	25		Bay Area Real Estate Research Committee			60		35			-							16
17	823				1007					759	248	1007		TOTAL FIXED CHARGES			1055		48			920							17
18	500				500					500	-	500		Transfer To C.A.O.			500		-			500							18
19	323				507					259	248	507		NET FIXED CHARGES			555		48			420							19
20																													20
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34																													34
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BUDGET ESTIMATE INDEX NO. 423 OPPOSITE SHEET NO. 5

EXPLANATION SHEET

964

A. MEMBERSHIPS

TO PROVIDE CONTINUING MEMBERSHIP IN THE FOLLOWING ORGANIZATIONS.

MEMBERSHIPS ALLOWED BY FILE NO. 77-59-2 ORD. NO. 358-59 - 6-22-59

AMERICAN PUBLIC WORKS ASS'N.	$ 10.00
AMERICAN CONCRETE INSTITUTE	25.00
AMERICAN INSTITUTE OF ARCHITECTS	40.00
AMERICAN SOCIETY OF CIVIL ENGINEERS	25.00
CALIFORNIA SEWAGE & INDUSTRIAL WASTE	11.00
CERTIFIED BOILER & ELEVATOR INSPECTORS	5.00
INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS	225.00
NATIONAL ASS'N. OF HOUSING & REDEVELOPMENT OFFICIALS	12.00
NATIONAL SAFETY COUNCIL	500.00
S.F. COMMITTEE ON CORROSION	25.00
SEISMOLOGICAL SOCIETY OF AMERICA	7.00
STRUCTURAL ENGINEERS ASSOC. NORTHERN CALIFORNIA	35.00
WESTERN PLUMBING OFFICIALS ASSOCIATION	75.00
	$995.00
TO PROVIDE FOR NEW MEMBERSHIP IN:	
BAY AREA REAL ESTATE RESEARCH COMMITTEE	60.00
	$1,055.00

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number: C1 of C11 sheets — Index Number: 423

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. — Item No	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Em ployees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Em ployees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 7 and 8 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Em ployees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Em ployees	Rate or Salary	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Em ployees	Rate	Amount	Note and Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													.423	IMPROVEMENTS															1
																PRIORITY													
2																													2
3																													3
4	-				-					-	-	-	.132	DISASTER COUNCIL & CORPS															4
5	-				-					-	-	-	500.132	Removal of 5 Reserve Gasoline-Driven Air Raid Sirens		1	8200		8200		8200		0						5
6														TOTAL-DISASTER COUNCIL & CORPS			8200		8200		8200		0						6
7																													7
8													.145	FIRE DEPARTMENT															8
9	3687					From Prior Year	1610		1610	-	1610	1610	500.145	Hydrant Relocation-Western Add'n Redevelopment Area			-		-										9
10	28239			-		From Prior Year	546		546	333	213	546	502.145	A.W.S.S. Extension 10th Ave. & Cabrillo			-		-										10
11	60752			-		From Prior Year	17400		17400	-	17400	17400	503.145	Reinforced Concrete Fire Cisterns			-		-										11
12	-			-						-	-	-	504.145	Engine #5-1340 Powell-Misc. Alterations to Provide Chief's Office &c		2	20500		20500		20500		0						12
13	-			-						-	-	-	505.145	Engine #12-2430 San Bruno Ave.-Alterations & Additions to Provide Chief's Office, &c		3	13500		13500		13500		0						13
14																													14
15	-			16000						-	16000	16000	506.145	New Firehouse-S.Side Olympia Way-50 ft.East of Clarendon Ave.		1	309000		293000		309000		309,000						15
16	4228			-		From Prior Year	65772		65772	-	65772	65772	507.145	Filbert St. - Montgomery to Sansome - A.W.S.S.			-		-										16
17	7613			-		S.J.V. 1564	2183		2183	2129	54	2183	508.145	Twin Peaks Reservoir-Perimeter Fencing of Woven Wire			-		-										17
18	-			-		From Prior Year	180000		180000	-	180000	180000	509.145	High Pressure Work - Related to Street Projects			-		-										18
19	9068			-						-	-	-	510.145	Pumping Station #1 & #2, Addns & Betterments to Standy Boilers			-		-										19
20	645			-						-	-	-	511.145	Twin Peaks Reservoir - Chain Link Fencing			-		-										20
21	-			-						-	-	-	512.145	Engine #48-798 Wisconsin-Alterations to Provide Chief's Quarters &c		4	13500		13500		13500		0						21
22	-			-		From Prior Year	40000		40000	19436	20564	40000	513.145	Extension A.W.S.S.-Grove St. Larkin St. to Van Ness Ave.			-		-										22
23	-			-		From Prior Year	65000		65000	-	65000	65000	514.145	Extension A.W.S.S.-Baker St. Beach St. to Marina Blvd.			-		-										23
24	-			2000						-	2000	2000	516.145	Auxiliary Water Supply System Studies-Engineering Services			-		-2000										24
25	-			-						-	-	-	517.145	A.W.S.S. Pipe Yard-2245 Jerrold-Pave, Construct Shop Bldg. & Pipe Storage Facilities		5	81000		81000		81000		0						25
26																													26
27	-			-						-	-	-	518.145	Third & Oakdale - Extend A.W.S.S.		6	334000		334000		334000		0						27
28	-			-						-	-	-	519.145	Twin Peaks Reservoir-Shape Access & Service Rd. & Parking Area		7	2850		2850		2850		0						28
29	-			-						-	-	-	520.145	Pump Station #1-698 2nd St.-Conv. from Steam to Diesel Power		8	243500		243500		243500		0						29
30	-			-						-	-	-	521.145	Pump Station #2-Fort Mason-Conv. from Steam to Diesel Power		9	243500		243500		243500		0						30
31	-			-						-	-	-	522.145	Engine #26-655 Presidio-Conversion Storeroom to Museum		10	10000		10000		10000		0						31
32	-			-						-	-	-	523.145	Twin Peaks Reservoir - Landscaping		11	25000		25000		25000		0						32
33	257			-						-	-	-	607.505.145	Additions to Ashbury Tank			-		-										33
34	114496			18000			372511		372511	21698	368613	390511		TOTAL FIRE DEPARTMENT			1359150		1341150		1359150		309,000						34
35																													35

A. REMOVAL OF 5 RESERVE GASOLINE ENGINE-DRIVEN AIR RAID SIRENS AT VARIOUS LOCATIONS. ELECTRICAL, ROOFING, CARPENTRY AND RIGGING WORK, AS NECESSARY TO REMOVE 5 SIRENS AND THEIR SUPPORTING PLATFORMS FROM THEIR PRESENT LOCATIONS AND DELIVER THEM TO THE CITY PURCHASER. THESE 5 SIRENS, NOT NOW IN USABLE CONDITIONS, WERE LEFT IN PLACE IN 1955 AS RESERVE IN CASE OF POWER FAILURE, $500 PER YEAR HAS BEEN ALLOCATED FOR INSPECTION AND UPKEEP. ESTIMATED COST OF PUTTING THEM IN OPERABLE CONDITION IS $14,000 AND ANNUAL COST OF MAINTAINING THEM FOR CITY USE IS $4000. BECAUSE OF THE AGE OF THESE SIRENS, THEIR PRESENT CONDITION, AND THEIR MAINTENANCE COST, ADMIRAL COOK, DIRECTOR OF THE DISASTER COUNCIL AND CORPS; MR. TOWNSEND, CHIEF OF THE DEPARTMENT OF ELECTRICITY; AND MR. BENAS, PURCHASER OF SUPPLIES, HAVE RECOMMENDED THEIR REMOVAL.

PLANNING	$ 475
CONSTRUCTION	7525
INSPECTION	200
	$8200

B. NEW FIREHOUSE SOUTH SIDE OF OLYMPIA WAY AND 50 FEET EAST OF CLARENDON AVENUE. TWO STORY REINFORCED CONCRETE BUILDING WITH APPROXIMATELY 11,000 SQ. FT. OF FLOOR AREA; CONSISTS OF APPARATUS ROOM, HOSE DRYING TOWER, DORMITORY, LOCKER ROOMS, KITCHEN, TOILET AND BATH FACILITIES, OFFICERS' QUARTERS, OFFICE AND CONTROL ROOM, ETC. IN RECENT YEARS, DEVELOPMENT OF THE TWIN PEAKS AREA HAS RESULTED IN A RAPID INCREASE OF NEW HOMES AND OTHER CONSTRUCTION CREATING A FIRE PROTECTION PROBLEM. A NEW FIREHOUSE IS URGENTLY NEEDED IN THIS AREA.

NOTE: $16,000 WAS APPROPRIATED IN THE 1960-61 BUDGET FOR PRELIMINARY PLANS, BORINGS, SURVEYS, ETC.
PRESENT REQUEST $309,000.00

STUDIES AND PLANS	$16,000.00
CONSTRUCTION	270,000.00
SURVEY, INSPECTION	12,000.00
CONTINGENCIES	27,000.00
	$325,000.00

C. ENGINE NO. 5, 1340 POWELL STREET. MISC. ALTERATIONS TO PROVIDE CHIEFS' OFFICE AND QUARTERS, ETC. RELOCATE OIL STORAGE EQUIPMENT TO FRONT OF STATION. PROVIDE 15'-0" X 9'-0" OFFICE ON FIRST FLOOR. REARRANGE OFFICERS' QUARTERS, 2ND FLOOR. 1800 SQ. FT. OF SPACE. THIS WOULD CHANGE THE LOCATION OF THE CHIEFS FROM THE DRUMM STREET STATION TO ENGINE NO. 5 WHICH IS NEAR CENTER OF ACTIVITY. SPACE FOR THREE CHIEFS MUST THEREFORE BE PROVIDED.

PLANS AND STUDIES	$ 2,500.00
CONSTRUCTION	15,000.00
INSPECTION	1,000.00
CONTINGENCY	2,000.00
	$20,500.00

D. ENGINE NO. 42, 2430 SAN BRUNO AVENUE. ALTERATIONS AND ADDITIONS TO PROVIDE SPACE FOR CHIEFS' OFFICE AND CHIEFS' QUARTERS. PROVIDE CHIEF'S OFFICE APPROXIMATELY 100 SQ. FT. ON THE FIRST FLOOR, AND PROVIDE QUARTERS AND BATH FACILITIES APPROXIMATELY 300 SQUARE FEET FOR THREE CHIEFS ON THE SECOND FLOOR. TO PROVIDE PROPER FACILITIES FOR REORGANIZATION OF BATTALION CHIEFS' DISTRICTS AND RESPONSE AREAS.

STUDIES AND PLANS	$ 2,500.00
CONSTRUCTION	8,500.00
INSPECTION	1,000 00
CONTINGENCY	1,500.00
	$13,500.00

E. ENGINE NO. 48, 798 WISCONSIN STREET. ALTERATIONS TO PROVIDE OFFICE AND CHIEFS' QUARTERS, ETC. PROVIDE CHIEFS' OFFICE APPROXIMATELY 100 SQUARE FEET ON THE FIRST FLOOR AND PROVIDE QUARTERS AND BATH FACILITIES APPROXIMATELY 300 SQUARE FEET FOR BATTALION CHIEFS ON THE SECOND FLOOR. TO PROVIDE PROPER FACILITIES FOR REORGANIZATION OF BATTALION CHIEFS' DISTRICTS AND RESPONSE AREAS.

STUDIES AND PLANS	$ 2,500.00
CONSTRUCTION	8,500.00
INSPECTION	1,000.00
Contingency	1,500.00
	$13,500.00

F. A.W.S.S. PIPE YARD, 2245 JERROLD AVENUE. PAVE PIPE YARD, CONSTRUCT A SHOP BUILDING, CONSTRUCT PIPE STORAGE FACILITIES. 300 CUBIC YARDS CONCRETE PAVEMENT; 1000 TONS ASPHALT PAVEMENT; 300 CUBIC YARDS CONCRETE PEDESTALS, 1000 SQUARE FEET SHOP BUILDING; 250 LINEAL FEET RETAINING WALL; 500 LINEAL FEET CHAIN LINK FENCE; STACK AND HAUL PIPE, MISCELLANEOUS DRAINAGE FACILITIES. AT THE PRESENT TIME, THE YARD CONTAINS A LARGE QUANTITY OF MISCELLANEOUS MATERIAL, SOME OF WHICH IS OBSOLETE, PILED OVER ALMOST THE ENTIRE AREA OF THE YARD, MAKING IT IMPOSSIBLE TO REACH ALL OF THE AREA BY TRUCK TO FACILITATE HANDLING. IN ADDITION, THE OPERATIONAL CREWS FOR A.W.S.S. WORK ARE QUARTERED IN SEVERAL LOCATIONS THROUGHOUT THE CITY. THIS PROJECT WILL DEVELOP THE YARD INTO A CENTRAL OPERATION BY PROVIDING FOR: 1. MAINTENANCE, SHOP AND UTILITY BUILDINGS; 2. SEGREGATING MATERIAL AND CONSTRUCTING PEDESTALS AND BINS FOR PROPER STORAGE; 3. PAVING AREA AND ROADWAYS TO FACILITATE REMOVAL OF MATERIAL; 4. FENCING AREA AS A SECURITY MEASURE.

PLANNING	$ 6,000.00
CONSTRUCTION	70,000.00
INSPECTION	5,000.00
	$81,000.00

G. THIRD STREET AND OAKDALE AVENUE. EXTEND AUXILIARY WATER SUPPLY SYSTEM FROM THIRD STREET AND FAIRFAX AVENUE ALONG THIRD STREET TO OAKDALE AVENUE AND ALONG OAKDALE AVENUE TO INDUSTRIAL STREET. 6020 LINEAR FEET W.S.H. PIPE, 9 H.P. HYDRANTS. THE ONLY FIRE PROTECTION FOR THE MANY NEW WAREHOUSES AND FACTORIES IN APPAREL CITY AT PRESENT IS AN INADEQUATE LOW PRESSURE SYSTEM. IN ORDER TO EQUAL THE HIGH STANDARDS OF FIRE PROTECTION PROVIDED IN OTHER INDUSTRIAL SECTIONS OF THE CITY, IT IS NECESSARY TO EXTEND THE AUXILIARY WATER SUPPLY SYSTEM ALONG THE STREETS NOTED ABOVE. THIS EXTENSION WOULD ALSO PROVIDE NECESSARY PROTECTION TO THE THIRD STREET DISTRICT AND TO THE OAKDALE AVENUE DISTRICT, WHICH IT TRAVERSES.

PLANNING	$ 22,500.00
CONSTRUCTION	352,500.00
INSPECTION	9,000.00
	$384,000.00

H. FIRE DEPARTMENT TWIN PEAKS RESERVOIR. SHAPE ACCESS ROAD TO RESERVOIR, PERIMETER SERVICE ROAD, AND PARKING AREA AROUND THE WATCHMAN'S OFFICE; PAVE ACCESS ROAD, PERIMETER SERVICE ROAD, AND PARKING AREA. 2" ACWS 180 TONS, 6" CONCRETE CURB 50 FEET. PAVING OF ACCESS ROAD TO THE RESERVOIR AND OF PERIMETER SERVICE ROAD WILL ENABLE FIRE DEPARTMENT VEHICLES TO OPERATE EFFICIENTLY IN THIS AREA UNDER ADVERSE WEATHER CONDITIONS.

PLANNING	$ 325.00
CONSTRUCTION	2325.00
INSPECTION	200.00
	$2850.00

CONTINUED

BUDGET ESTIMATE INDEX NO. 423 OPPOSITE SHEET NO. C1
2 OF 2

EXPLANATION SHEET

967

I FIRE DEPARTMENT PUMPING STATION NO. 1, 698 - 2ND STREET. CONVERSION OF PUMPING STATION FROM HIGH PRESSURE STEAM TO DIESEL POWER. REPLACEMENT OF EXISTING STEAM TURBINE PUMP DRIVE WITH DIESEL ENGINE. THE EXISTING STEAM BOILDER HAS BEEN IN SERVICE FOR 50 YEARS. THE INSTALLATION OF MORE ECONOMICAL DIESEL ENGINE WILL GREATLY REDUCE MAINTENANCE COST. ALSO, BY STOPPING THE CONTINUOUS CONSUMPTION OF FUEL WHILE ON STANDBY OPERATION THIS INSTALLATION WOULD REDUCE FUEL COST BY OVER $2000 PER YEAR. IN ADDITION, THIS REPLACEMENT WILL ALSO ELIMINATE THE NEED FOR EXPENSIVE BOILER REPAIR OR REPLACEMENT IN THE FUTURE INFORMATION RECEIVED FROM THE FIRE DEPARTMENT INDICATES THAT THERE MAY BE FURTHER SAVING OF $15,000 PER YEAR BECAUSE OF THE ELIMINATION OF ONE POSITION.

PLANNING	$ 11,925.00
CONSTRUCTION	225,740.00
INSPECTION	11,835.00
	$249,500.00

J FIRE DEPARTMENT PUMPING STATION NO. 2. FORT MASON AT THE FOOT OF VAN NESS AVENUE. CONVERSION OF PUMPING STATION FROM HIGH PRESSURE STEAM TO DIESEL POWER. REPLACEMENT OF EXISTING STEAM TURBINE PUMP DRIVE WITH DIESEL ENGINE. THE EXISTING STEAM BOILER HAS BEEN IN SERVICE FOR 50 YEARS. THE INSTALLATION OF MORE ECONOMICAL DIESEL ENGINE WILL GREATLY REDUCE MAINTENANCE COST. ALSO, BY STOPPING THE CONTINUOUS CONSUMPTION OF FUEL WHILE ON STANDBY OPERATION THIS INSTALLATION WOULD REDUCE FUEL COST BY OVER $2000 PER YEAR. IN ADDITION, THIS REPLACEMENT WILL ALSO ELIMINATE THE NEED FOR EXPENSIVE BOILER REPAIR OR REPLACEMENT IN THE FUTURE. INFORMATION RECEIVED FROM THE FIRE DEPARTMENT INDICATES THAT THERE MAY BE A FURTHER SAVING OF $15,000 PER YEAR BECAUSE OF THE ELIMINATION OF ONE POSITION.

PLANNING	$ 11,925.00
CONSTRUCTION	225,740.00
INSPECTION	11,835.00
	$249,500.00

K. ENGINE NO. 26, 655 PRESIDIO AVENUE. CONVERSION OF STOREROOM TO MUSEUM. TO CONVERT 1800 SQUARE FEET OF STORAGE SPACE TO A MUSEUM WITH HEATING, NEW ELECTRICAL WORK, CARPENTRY AND CABINET WORK, FLOORING, PAINTING, ETC. THIS MUSEUM IS NEEDED TO HOUSE ANTIQUE ITEMS OF THE SAN FRANCISCO FIRE DEPARTMENT.

CONSTRUCTION	$7,500.00
PLANS AND STUDIES	1,000.00
INSPECTION	500.00
CONTINGENCY	1,000.00
	$10,000.00

L TWIN PEAKS RESERVOIR. LANDSCAPING THE AREA SURROUNDING THE SAN FRANCISCO FIRE DEPARTMENT AUXILIARY WATER SUPPLY SYSTEM RESERVOIR. 2500 LINEAL FEET SCREEN PLANTING, 5500 SQUARE FEET SHRUB PLANTING, 12 EACH TREES, 24 EACH TREES, 17400 SQUARE FEET SLOPE PLANTING, HOSE BIBBS AND PIPING. THE AREA ADJACENT TO THE RESERVOIR HAS RECENTLY DEVELOPED INTO A NEW RESIDENTIAL DISTRICT. THIS, AND THE FACT THAT THE CITY HAS ALSO IMPROVED ROADS AND SCENIC OBSERVATION POINTS OVERLOOKING THE AREA, REQUIRES CONSIDERATION OF DEVELOPMENT OF THE RESERVOIR SITE TO A COMPARABLE AESTHETIC LEVEL. LANDSCAPING WILL ACCOMPLISH THIS, AND IN ADDITION WILL PREVENT SOIL EROSION OF THE SURROUNDING SLOPES.

PLANNING	$ 1,900.00
CONSTRUCTION	22,000.00
INSPECTION	1,900.00
	$25,800.00

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

968

Department Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number 02 of 014 Sheets — Index Number 423

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Letter
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
1													.423	IMPROVEMENTS	PRIORITY														
2																												
3																												
4	-												161	POLICE DEPARTMENT														
5	-									-	-	-	500.161	Vallejo St. East of Powell St.- New Central Police Station	1		420000		420000			420000		Ez	0				A
6	-				-					-	-	-	501.161	Vicinity 3rd & Revere Sts.- New Potrero Station	2		80000		80000			80000		Ez	0				B
7	-				-					-	-	-	502.161	Northern Station-841 Ellis St. Interior Remodeling-Alters.	3		9800		9800			9800		Ex	0				C
8	-				-					-	-	-		TOTAL POLICE DEPARTMENT			509800		509800			509800			0			
9													169	PUBLIC WELFARE														
10	-				62200					470	61730	62200	505.169	Alterations & Miscellaneous Work - 585 Bush St.			-		-62200			-						
11	162				-					-	-	-	506.169	Improvements-150 Otis St.			-		-			-						
12	-				-					-	-	-	507.169	Preliminary Plans & Specs. for New Building	1		29400		29400			29400		Ex	0				D
13	-				-					-	-	-	508.169	585 Bush St. - New Sprinkler System	2		42850		42850			42850		Ex	0				E
14	2818				-	SJV	1564		400	378	22	400	509.169	Alterations-Tabulating Room & Move Medical Accts.-585 Bush St.			-		-			-						
15	-				-					-	-	-	510.169	150 Otis St.- Alterations to 2th & 8th Floors	5		52500		52500			52500		Ex	0				F
16	-				-					-	-	-	511.169	Single Men's Rehabilitation-Redwood City-Roof Overterrace	2		5500		5500			5500		Ex	0				G
17	2980				62200				400	848	61752	62600		TOTAL PUBLIC WELFARE			135250		73050			135250			0			
18																												
19																												
20													175	COUNTY JAILS #2 AND #4														
21	-				-					-	-	-	500.175	Plans & Studies for Construction of Sewer for Emergency By-Pass			500		500			500		Ez	0				H
22	-				-					-	-	-	501.175	Repair & Resurface Access Road to County Jail from Skyline Blvd.			19000		19000			19000		RR-C	0				I
23	-				-					-	-	-	502.175	Install Incinerator at Sewage Treatment Plant to Burn Screenings			5750		5750			5750		Ex	0				J
24	-				-					-	-	-	503.175	Install Concrete Sides & Walkways at Sewer Plant Drying Beds			10000		10000			10000		Ex	0				K
25	-				-	From Prior Year			2700	-	2700	2700	504.175	Handrails for Sewage Treatment Plants			-		-			-						
26	-				-					-	-	-	505.175	Rolled Barbed Wire Section Along Top of Fence			12000		12000			12000		Ex	0				L
27	-				-				2700	-	2700	2700		TOTAL COUNTY JAILS #2 AND #4			47250		47250			47250			0			
28																												
29																												
30																												
31																												
32																												
33																												
34																												
35																												

NEW CENTRAL POLICE STATION, VALLEJO STREET, EAST OF POWELL STREET. PROVIDE LAND AND BUILDING TO HOUSE CENTRAL POLICE STATION, APPROXIMATELY 9,000 SQ. FT. FLOOR AREA, WITH APPROXIMATELY 2,500 SQ. FT. PARKING. PRESENT CENTRAL POLICE STATION IS HOUSED IN OLD HALL OF JUSTICE WHICH IS TO BE SOLD UPON COMPLETION OF NEW HALL OF JUSTICE. NEW CENTRAL POLICE STATION IS NEEDED IN ORDER TO PROVIDE A DISTRICT FACILITY IN THIS GENERAL AREA.

LAND	$110,000.00
CONSTRUCTION	279,477.00
PLANS AND SPECIFICATIONS	30,523.00
	$420,000.00

NOTE. SUPP. REQUEST FOR $134,000.00 STARTED 11/15/59. NOT APPROVED. BUDGET APPROVED BY MAYOR 1960/61 WAS:

SITE	$110,000.00
DEMOLITION	2,000.00
SURVEY	1,200.00
PLANS & SPECS	5,000.00
	$118,200.00

SITE OF NEW POTRERO STATION, VICINITY OF 3RD STREET AND REVERE. SUITABLE SITE FOR A NEW POTRERO POLICE STATION BASED ON A SIMILAR SITE AREA PURCHASED FOR THE NEW CENTRAL STATION. WHEN THE NEW HALL OF JUSTICE IS COMPLETED IT WILL INCLUDE THE SOUTHERN STATION AND THE PRECINCTS WILL BE REALIGNED. THE NEW SOUTHERN PRECINCT WILL INCLUDE THE AREA IN WHICH PRESENT POTRERO STATION IS LOCATED. THE MOST SUITABLE LOCATION FOR THE NEW POTRERO PRECINCT APPEARS TO BE IN THE VICINITY OF 3RD AND REVERE. ESTIMATED COST $80,000.00

NORTHERN STATION, 841 ELLIS STREET. INTERIOR REMODELING AND ALTERATIONS. PROVIDE NEW CAPTAIN'S OFFICE AND OFFICE FOR CAPTAIN'S CLERK. HEADRANGE SPACE NOW OCCUPIED BY CAPTAIN'S OFFICE TO ACCOMODATE LOCKERS AND OTHER FUNCTIONS DISPLACED BY NEW OFFICES. MAKE PROVISION FOR POLICE RESERVE UNIT THAT WILL OCCUPY PORTION OF 2ND FLOOR WHEN NEW HALL OF JUSTICE IS COMPLETED. NEW HALL OF JUSTICE WILL INCLUDE NEW SOUTHERN STATION, JUVENILE BUREAU, AND THE POLICE ACADEMY THIS WORK IS PART OF THE OVERALL CHANGE THAT WILL TAKE PLACE AT THAT TIME. THE ACADEMY IN GOLDEN GATE PARK WILL BE ABANDONED AND THE RESERVE UNIT WILL MOVE TO NORTHERN STATION, THE RADIO COMMUNICATION RING-IN BOARD WILL BE REMOVED FROM NORTHERN STATION MAKING ROOM FOR RESERVE FUNCTION. THE CAPTAIN WILL BE LOCATED ADJACENT TO THE MAIN ASSEMBLY AREA WITH A PLATE GLASS WINDOW WALL PROVIDING A VIEW OF THE STATION OPERATIONS. THIS WILL CORRECT A DEFECT IN THE PRESENT SET-UP WHEREIN THE CAPTAIN CANNOT WATCH THE ACTIVITY OF THE STATION.

CONSTRUCTION	$8,000.00
STUDIES & PLANS	1,000.00
INSPECTION	800.00
	$9,800.00

PRELIMINARY DESIGN, PLANS, SPECIFICATIONS AND ESTIMATES FOR A NEW BUILDING. LOCATION TO BE SELECTED. PRESENTLY THE PUBLIC WELFARE DEPARTMENT IS LOCATED SEPARATELY AT 585 BUSH STREET AND AT 150 OTIS STREET. THIS CAUSES COMPLEX PROBLEMS IN ADMINISTRATION AND OPERATION EFFICIENCY. A NEW BUILDING WILL PROVIDE ENOUGH OFFICE SPACE TO ACCOMMODATE ALL PERSONNEL OF THE DEPARTMENT AND GROWTH OF ITS STAFF IN A CENTRALIZED LOCATION SO OPERATION EFFICIENCY WILL BE IMPROVED. ESTIMATED COST $29,400.00

SPRINKLER SYSTEM FOR ENTIRE BUILDING, 585 BUSH STREET. TO PROVIDE A FIRE SPRINKLER SYSTEM FOR THE ENTIRE BUILDING OF 43,435 SQ.FT. FLOOR AREA IN ACCORDANCE WITH STANDARDS OF PACIFIC FIRE RATING BUREAU. THIS BUILDING IS OF TYPE 3 CONSTRUCTION AND WAS RECOMMENDED BY THE FIRE PREVENTION BUREAU TO HAVE A FIRE SPRINKLER SYSTEM AS A PROTECTION AGAINST THE SPREAD OF FIRE.

STUDIES AND PLANS	$ 2,700.00
CONSTRUCTION	38,500.00
INSPECTION	1,650.00
	$42,850.00

ALTERATIONS TO 7TH AND 8TH FLOORS, 150 OTIS STREET. TO REMOVE PRESENT PARTITIONS, EXTRANEOUS PIPING, ELECTRICAL CONDUITS, ETC., AND TO PROVIDE NEW OFFICES, TOILET FACILITIES, INCLUDING PLUMBING, ELECTRICAL, HEATING AND VENTILATION WORK, COVERING 6400 SQ. FT. OF FLOOR AREA. PRESENT 8TH FLOOR IS COMPOSED OF SMALL CUBICLE LIKE PUBLIC WELFARE OFFICES OFF A CENTRAL CORRIDOR WITH WORKERS AND SUPERVISORS ISOLATED FROM EACH OTHER. UNDER THIS PLAN, GREATER EFFICIENCY WOULD BE ATTAINED AS IT HAS ON THE 9TH FLOOR WHERE NEW TYPE PLANNING WAS USED. DUE TO EXPANSION OF PUBLIC WELFARE DEPARTMENT, ALTERATIONS TO 7TH FLOOR ARE NECESSARY TO PROVIDE ADDITIONAL OFFICES AND WORK AREA.

7TH FLOOR		
STUDIES AND PLANS	$ 3,000.00	
CONSTRUCTION	28,000.00	
INSPECTION	1,650.00	
	$32,650.00	$32,650.00
8TH FLOOR		
STUDIES AND PLANS	2,200.00	
CONSTRUCTION	21,000.00	
INSPECTION	1,650.00	
	24,850.00	24,850.00
		$57,500.00

INGLE MEN'S REHABILITATION CENTER, REDWOOD CITY. ROOF OVER TERRACE AND MISCELLANEOUS ALTERATIONS. TO PROVIDE 1400 SQ. FT. PLASTIC ROOFING AND RELATED WORK OVER EXISTING TERRACE. INADEQUATE DINING SPACE NECESSITATES THE CONVERSION OF PRESENT TERRACE INTO A NEW DINING ROOM.

STUDIES AND PLANS	$ 600.00
CONSTRUCTION	4500.00
INSPECTION	400.00
	$5500.00

COUNTY JAIL NO. 2, SAN MATEO COUNTY. STUDIES, PLANNING AND ESTIMATES FOR THE CONSTRUCTION OF A SEWER FOR EMERGENCY BYPASS OF THE SEWAGE TREATMENT PLANT. AT PRESENT THERE IS NO SUITABLE MEANS TO BYPASS THE SEWAGE TREATMENT PLANT FOR MAINTENANCE OR DURING EMERGENCIES, EXCEPT BY SPILLING SEWAGE ON THE GROUND. THERE ARE ACTIVE PLANS FOR RESIDENTIAL DEVELOPMENT OF ADJOINING PROPERTY WHICH WOULD INCREASE THE NUISANCE AND THE HEALTH HAZARD INVOLVED IN THE PRESENT SITUATION. IT MAY BE POSSIBLE TO CONNECT TO THE PROPOSED RESIDENTIAL SEWERS AT GREAT SAVING IN CONSTRUCTION COST. ESTIMATED COST $500.00

COUNTY JAIL NO. 2, SAN MATEO COUNTY. REPAIR AND RESURFACE ACCESS ROAD TO THE JAIL FROM SKYLINE BOULEVARD. THE ENTIRE ACCESS ROAD IS APPROXIMATELY 3000 FEET IN LENGTH AND APPROXIMATELY 20 FEET IN WIDTH. TO PROVIDE FOR THE REPAIR AND RESURFACING OF THE EXISTING ROADWAY IN ORDER TO EXPEDITE TRAFFIC AND INCREASE SAFETY BY IMPROVING THE RIDING SURFACE. THE EXISTING ROADWAY PAVEMENT IS DETERIORATING AT AN ACCELERATED RATE. THE PROPOSED REPAIR AND RESURFACING WORK WILL PUT THE ROADWAY IN GOOD REPAIR AND REDUCE EXCESSIVE FUTURE MAINTENANCE COSTS.

PLANNING	$ 1,350.00
CONSTRUCTION	16,300.00
INSPECTION	1,350.00
	$19,000.00

J. COUNTY JAIL #2, SAN MATEO COUNTY. INSTALL INCINERATOR AT SEWAGE TREATMENT PLANT TO BURN SCREENINGS, 15.6 FEET X 6.7 FEET X 5.7 FEET, BRICK INCINERATOR, 25 FOOT STACK, 2 CHAMBERS, 2 BURNERS (PRIMARY CHAMBER 2 FEET BY 4 FEET). INSTALLATION OF AN INCINERATOR AT THE SEWAGE TREATMENT PLANT TO BURN THE SCREENINGS FROM THE PLANT IS IN COMPLIANCE WITH SAN MATEO COUNTY OPEN BURNING LAWS.

PLANNING	$ 750.00
CONSTRUCTION	4,600.00
INSPECTION	400.00
	$5,750.00

K. COUNTY JAIL NO 2, SAN MATEO COUNTY. INSTALLATION OF CONCRETE SIDES AND WALKWAYS AT SEWER PLANT DRYING BEDS. 5000 SQUARE FEET CONCRETE WALKS AND SIDES. THE EARTH BERMS AROUND THE SLUDGE DRYING BEDS HAVE DETERIORATED BECAUSE OF NATURAL EROSION AND WASHOUTS. THE PROPOSED WORK CONSISTS OF SURFACING THE BERMS TO PREVENT CONTINUED DETERIORATION, AND PROVIDING A WALKWAY AROUND THE SLUDGE BEDS TO FACILITATE MAINTENANCE.

PLANNING	$ 725.00
CONSTRUCTION	8,775.00
INSPECTION	500.00
	$10,000.00

L. COUNTY JAIL NO. 2, SAN MATEO COUNTY. ROLLED BARBED WIRE SECTIONS ALONG TOP OF FENCE. 1125 LINEAL FEET ROLLED BARBED WIRE. THIS WORK WILL CONSIST OF MOUNTING A ROTATING CAGE OF BARBED WIRE ON THE TOP OF THE EXISTING CHAIN LINK FENCE. THIS WILL ELIMINATE THE POSSIBILITY OF SCALING THE FENCE, AND INCREASE RECREATION YARD SECURITY.

PLANNING	$ 900.00
CONSTRUCTION	10,500.00
INSPECTION	600.00
	$12,000.00

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 971
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1423 — Sheet Number: C1 of C14 Sheets — Index Number: 423

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Budgets: With 1960-1961 Budget (Increase +) (Decrease -): Items	Amount	(2) Budget as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) Budget as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
1													423	IMPROVEMENTS		PRIORITY										
2																										
3																										
4													186	YOUTH GUIDANCE CENTER												
5	135				-					-	-	-	502.186	Fencing Perimeter of Eastern Slope			-		-							
6	9375				-	Ord. 568 From	1564 P60	Prior Year	6606 14702 15743	6572	172255	128827	503.186	Maximum Security Cottage & Alterations to Cottage B-1			-		-							
7	-				4550					-	4550	4550	504.186	Provision of Ventilation in Boys' Clinic			-		-4550							
8	737				-					-	-	-	505.186	Aluminum Hand Rails & Non-Slip Treatment of Stairs			-		-							
9	-				-					-	-	-	506.186	Additional Rooms for Proposed Security Wing		1	20000		20000		20000		C11	0			A
10	-				-					-	-	-	507.186	Ventilating System- Offices in West, East & South Sects.-2nd & 3rd		2	80000		80000		80000		C A	0			B
11	-				-					-	-	-	508.186	Tempered Air Ventilation/Floors System for Nursery Cottage		3	32200		32200		32200		C11	32,200			C
12	76				-					-	-	-	509.186	Administration Bldg.- Ely Screens- Children's Cottages			-		-		-						
13	-				-					-	-	-	510.186	Remodel Windows in Administration Building		4	9200		9200		9200		C A	0			D
14	-				-					-	-	-	511.186	Forced Air Ventilation in 10 Off. of Special Services Division		5	23500		23500		23500		C A	0			E
15	-				-					-	-	-	512.186	Forced Air Ventilation in Classrooms, Dining & Recreation Areas-Cottages B-1,2,3,4 & C-1,2,3 & G-1,2		6	39000		39000		39000		C A	0			F
16																										
17	-				-					-	-	-	513.186	Alterations & Additions to Girls' Cottages		7	6000		6000		6000		C11	6,000			G
18	-				-					-	-	-	514.186	Outside Toilet Facilities in Small Children's Playground		8	6100		6100		6100		C A	0			H
19	-				-					-	-	-	515.186	Installation of Urinals in Visiting Toilets-Cottages B-1,2,3,4 C-3		9	10450		10450		10450		C A	0			I
20	-				-					-	-	-	516.186	Construction of connecting tunnel bet. Admin. Bldg & Children's Cottage		10	124500		124500		124500		C A	0			J
21	-				-					-	-	-	517.186	Additions & Alterations to Service Bldg. to provide Storeroom		11	46000		46000		46000		C A	0			K
22	-				-					-	-	-	518.186	Standby Power Plant for emergency use		12	81000		81000		81000		C A	0			L
23	-				-					-	-	-	519.186	Improved facilities for irrigation of grounds in Chapel & Parking Areas		13	8700		8700		8700		C A	0			M
24																										
25	114				-					-	-	-	543.186	Racks in Kitchen Cottages B-1, 2 & 3			-		-		-						
26	8				-					-	-	-	607 537.186	Juvenile Hall- Fencing Perimeter of Eastern Slope			-		-		-						
27	10445				4550				178827	6572	176805	183377		TOTAL YOUTH GUIDANCE CENTER			466650		482100		466650			38,200			
28																										
29																										
30																										
31																										
32																										
33																										
34																										
35																										

A. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. ADDITIONAL ROOMS FOR PROPOSED SECURITY WING. FOUR ADDITIONAL BEDROOMS, EACH WITH PRISON TYPE TOILET FIXTURES, CONSISTING OF 480 SQ. FT. OF FIREPROOF CONSTRUCTION. THE MAXIMUM SECURITY WING IF BUILT IN ACCORDANCE WITH PRESENT POSSIBILITIES WILL HAVE 21 BEDROOMS. THIS PROJECT WOULD COMPLETE THE SECURITY WING AS ORIGINALLY PLANNED AND FOR WHICH PRESENT FUNDS ARE INADEQUATE.

PLANS AND STUDIES	$ 1,000.00
CONSTRUCTION	17,000.00
CONTINGENCY	1,000.00
INSPECTION	1,000.00
	$20,000.00

B. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. VENTILATING SYSTEM FOR THE OFFICES IN THE WEST, EAST AND SOUTH SECTIONS OF THE SECOND AND THIRD FLOORS OF THE ADMINISTRATIVE BUILDING. INSTALLATION OF A TEMPERED FORCED AIR VENTILATION SYSTEM TO SERVE 35 OFFICES, TO CONSIST OF FANS, HEATING COILS, DUCTWORK AND CONTROLS. THE OFFICES IN QUESTION HAVE A HIGH SOLAR HEAT GAIN AND A HIGH OCCUPANCY (FREQUENTLY AS MANY AS EIGHT PERSONS PER OFFICE). THE ONLY VENTILATION IS BY MEANS OF WINDOW VENTILATOR SECTIONS, WHICH ARE OF LITTLE USE IN MOST OFFICES BECAUSE OF THEIR INACCESSIBILITY, AND BECAUSE OF THE POOR RESULTS OBTAINED. A MECHANICAL VENTILATION SYSTEM IS REQUIRED TO SUPPLY FRESH AIR TO THESE OFFICES AND TO MAINTAIN REASONABLY COMFORTABLE CONDITIONS THEREIN.

PLANNING	$ 6,000.00
CONSTRUCTION	69,500.00
INSPECTION	4,500.00
	$80,000.00

C. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. PROVISION OF A TEMPERED AIR VENTILATION SYSTEM FOR THE NURSERY COTTAGE. INSTALLATION OF A COMPLETE TEMPERED AIR VENTILATION SYSTEM FOR THE NURSERY COTTAGE, THE SYSTEM TO CONSIST OF SUPPLY AND EXHAUST FANS, HEATING COILS, AIR FILTERS, DUCTWORK, REGISTERS, CONTROLS AND ALL NECESSARY APPURTENANCES. THIS COTTAGE, APPROXIMATELY 12,000 SQUARE FEET IN AREA, HOUSES 35 INFANTS AND YOUNG CHILDREN, FROM 4 MONTHS TO TWO YEARS OF AGE, AND SEVEN MEDICAL ATTENDANTS. THE INCIDENCE OF RESPIRATORY DISEASE HAS BEEN HIGH AMONG BOTH THE CHILDREN AND STAFF, LARGELY BECAUSE OF THE EXTREMES OF TEMPERATURE AND THE LACK OF PROPERLY CONTROLLED VENTILATION. THE RADIANT-HEATED SLAB FLOOR IS TOO HOT FOR THE COMFORT OF THE CHILDREN. OPENING THE WINDOWS IS THE ONLY EXISTING MEANS OF VENTILATION, AND THE WINDOWS ARE SO CONSTRUCTED THAT THEY CANNOT BE OPENED BY THE WOMEN IN ATTENDANCE. IF THEY ARE OPENED ENOUGH TO SUPPLY ADEQUATE VENTILATING AIR, THE COTTAGE BECOMES TOO COLD; IF THEY ARE LEFT CLOSED, THE COTTAGE BECOMES OVERHEATED. THE PROPOSED SYSTEM IS URGENTLY RECOMMENDED BY THE MEDICAL STAFF TO ELIMINATE THE EXISTING UNHEALTHFUL CONDITIONS.

PLANNING	$ 2,400.00
CONSTRUCTION	28,000.00
INSPECTION	1,800.00
	$32,200.00

D. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. REMODEL WINDOWS OF ADMINISTRATION BUILDING PROVIDING MECHANICAL OPERATORS FOR WINDOWS THAT CANNOT NOW BE OPENED. 75 WINDOWS OF THIS BUILDING CANNOT BE OPENED BECAUSE OF A DESIGN FAULT IN THE BUILDING. THIS WORK WOULD INCLUDE INSTALLATION OF A MECHANICAL OPERATOR TO CONTROL A 7'-0" HIGH VENT WINDOW. EMPLOYEES MUST NOW STAND ON A CHAIR TO REACH THE VENTILATOR WINDOW 7'-0" OFF FLOOR.

STUDIES AND PLANS	$ 900.00
CONSTRUCTION	7,500.00
INSPECTION	800.00
	$9,200.00

E. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. PROVISION OF FORCED AIR VENTILATION IN TEN OFFICES OF THE SPECIAL SERVICES DIVISION, FORMERLY THE CHILDREN'S DIVISION. INSTALLATION OF NEW DUCTWORK, REGISTERS, AND ROOF EXHAUST FANS, AND MODIFICATION OF THE EXISTING SUPPLY FAN, INCLUDING NEW MOTOR AND CONTROLS. THE STEEL SASH WINDOWS CAN ONLY BE OPENED 2 INCHES. THIS DOES NOT PROVIDE ADEQUATE VENTILATION ESPECIALLY IN SMALL OFFICES OCCUPIED BY SEVERAL PEOPLE. THE PROPOSED MODIFICATIONS WILL PROVIDE ADEQUATE VENTILATION BY SUPPLYING INCREASED AIR FLOW IN THE VENTILATION SYSTEM TO BRING VENTILATION AIR TO THE TEN OFFICES.

PLANNING	$ 1,800.00
CONSTRUCTION	20,350.00
INSPECTION	1,150.00
	$23,300.00

F. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. TEMPERED FORCED AIR VENTILATION SYSTEMS FOR THE CLASSROOMS, DINING AND RECREATION AREAS OF COTTAGES B-1, B-2, B-3, B-4, C-1, C-2, C-3, G-1 and G-2. INSTALLATION OF A SYSTEM FOR SUPPLYING TEMPERED OUTSIDE VENTILATING AIR FOR EACH OF THE ABOVE COTTAGES, EACH INDIVIDUAL SYSTEM TO CONSIST OF A FAN, STEAM COIL AND APPURTENANCES, AND ASSOCIATED DUCTWORK AND GRILLES. EACH OF THE 9 COTTAGES IS OCCUPIED BY ABOUT 20 PEOPLE. THE ONLY POSSIBLE VENTILATION IS PROVIDED BY OPENING DOORS AND WINDOWS, WHICH IS AN UNDESIRABLE SOLUTION BECAUSE:
A) FOR SECURITY REASONS, WINDOWS CAN BE OPENED ONLY FROM THE TOP
B) THE RESULTING EXTREMES OF COLD AIR OR TOO-WARM, STUFFY AIR ARE NEITHER COMFORTABLE NOR HEALTHFUL.

PLANNING	$ 2,900.00
CONSTRUCTION	34,100.00
INSPECTION	2,000.00
	$39,000.00

G. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. ALTERATIONS AND ADDITIONS TO GIRLS' COTTAGES G-1 AND G-2. INSTALL BATHTUBS AND WASH SINKS AND DO RELATED WORK IN TWO COTTAGES. SHOWERS ALONE NOT ADEQUATE, WHEN WARDS ARE ADMITTED THEY OFTEN HAVE SKIN AILMENTS, BOILS, ETC., DIFFICULT TO SOAK IN ANY OTHER WAY BUT IN A TUB. THE SINKS ARE REQUIRED FOR WASHING OF PERSONAL LAUNDRY BY THE WARDS.

STUDIES AND PLANS	$ 600.00
CONSTRUCTION	5,000.00
INSPECTION	400.00
	$6,000.00

H. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. OUTSIDE TOILET FACILITIES IN SMALL CHILDREN'S PLAYGROUND NEW TOILET BUILDING, MASONRY CONSTRUCTION, WITH TWO WATER CLOSETS AND LAVATORY INCLUDING PLUMBING AND ELECTRICAL WORK. PERSONNEL AND VOLUNTEERS SUPERVISING CHILDREN AT PLAY COMPLAIN THAT THE LACK OF SUCH FACILITIES POSES SUPERVISION PROBLEMS.

STUDIES AND PLANS	$1,000.00
CONSTRUCTION	4,500.00
INSPECTION	600.00
	$6,100.00

I. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. INSTALLATION OF URINALS IN EXISTING TOILETS IN COTTAGES B-1, B-2, B-3, B-4 and C-. INSTALLATION OF FOUR URINALS IN EACH OF FIVE COTTAGES INCLUDING FURRING OF TILE WALLS TO ACCOMMODATE PLUMBING AND THE CONNECTION TO EXISTING PLUMBING (WATER, DRAINS AND VENTS). THIS INSTITUTION WAS BUILT WITHOUT SUCH ACCOMMODATIONS.

STUDIES AND PLANS	$ 1,500.00
CONSTRUCTION	7,500.00
INSPECTION	700.00
CONTINGENCY	750.00
	$10,450.00

J. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. CONSTRUCTION OF A CONNECTING TUNNEL BETWEEN THE ADMINISTRATION BUILDING AND THE CHILDRENS' COTTAGES, EXTENSION OF THE EXISTING ELEVATOR AND STAIRWAY TO THE LEVEL OF THE TUNNEL. EXTENSION OF THE EXISTING STAIRWELL AND ELEVATOR SHAFT 16'0" DOWN FROM FIRST FLOOR LEVEL TO NEW LEVEL OF TUNNEL, CONSTRUCTION OF AN 8'6"X8'6" REINFORCED CONCRETE TUNNEL APPROXIMATELY 65 FEET LONG UNDER THE PRESENT ROADWAY, AND A COVERED CONCRETE WALKWAY ABOUT 65 FEET IN LENGTH TO THE CHILDRENS' COTTAGES, CONSTRUCTION OF A STAIRWAY FROM THE FIRST FLOOR OF THE ADMINISTRATION BUILDING TO THE TUNNEL; NECESSARY VENTILATION AND ELECTRICAL WORK. THE ADMINISTRATION BUILDING IS PHYSICALLY SEPARATED FROM THE CHILDRENS' COTTAGES EVEN THOUGH THEIR FUNCTIONS ARE CLOSELY RELATED. IN ORDER TO GO FROM THE ADMINISTRATION BUILDING TO THE COTTAGES, PEDESTRIAN TRAFFIC, CONSISTING OF STAFF PERSONNEL ON A 24-HOUR BASIS AND THE PUBLIC GENERALLY, TRAVELS APPROXIMATELY 200 FEET IN THE OPEN OVER A CIRCUITOUS ROUTE WHICH IS ON A STEEP GRADE AND CROSSES TWO ROADWAYS. IN ADDITION, ALL SUPPLIES, LAUNDRY AND HOT COOKED FOOD ARE NOW HAND-TRUCKED FROM THE ADMINISTRATION BUILDING TO THE COTTAGES IN THE OPEN OVER VARIOUS ROUTES UP TO 500 FEET IN LENGTH, OFTEN IN FOGGY OR WET WEATHER. THE EXTENSION OF THE EXISTING ELEVATOR SHAFT FROM THE FIRST FLOOR LEVEL OF THE ADMINISTRATION BUILDING TO THE TUNNEL LEVEL IS NEEDED TO FACILITATE DELIVERIES TO THE ADMINISTRATION BUILDING. CONSTRUCTION OF A STAIRWAY FROM FIRST FLOOR LEVEL, ADMINISTRATION BUILDING, TO THE TUNNEL, IS NECESSARY TO CONFORM WITH THE BUILDING CODE.

PLANNING	$ 9,000.00
CONSTRUCTION	109,500.00
INSPECTION	6,000.00
	$124,500.00

K. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. ALTERATIONS AND ADDITIONS TO SERVICE BUILDING TO PROVIDE STOREROOM. CONSTRUCT STOREROOM (ABOUT 2,000 SQUARE FEET) IN UNEXCAVATED AREA OF SERVICE BUILDING BY PROVIDING FLOORING, DOORWAYS, STAIRS, LIGHTING, VENTILATING, SHELVING, ETC. PRESENT INSTITUTION STORAGE AREAS HAVE BEEN LARGELY TAKEN OVER BY THE DISASTER COUNCIL AND CORPS. THE CONVERSION OF THIS UNEXCAVATED AREA INTO A STOREROOM WILL ONLY PARTIALLY SOLVE THE STORAGE PROBLEM.

STUDIES AND PLANS	$ 4,000.00
CONSTRUCTION	40,000.00
INSPECTION	2,000.00
	$46,000.00

L. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. PROVISION OF A STANDBY POWER PLANT FOR EMERGENCY USE. INSTALLATION OF A STEAM TURBINE DRIVEN 150 KVA ELECTRIC GENERATOR AND RELATED FACILITIES. THE CENTER HAS AN AVERAGE DAILY POPULATION OF ABOUT 250 PERSONS. IN THE PAST THERE HAVE BEEN AS MANY AS SIX POWER FAILURES IN A YEAR, SOME OF 30 MINUTES DURATION. THE ELECTRONIC SECURITY SYSTEM IS INOPERATIVE DURING A POWER FAILURE. DURING SEVERAL PAST POWER FAILURES, THERE HAVE BEEN DISTURBANCES OF A SERIOUS NATURE AMONG THE CONFINED CHILDREN. PANIC AND/OR RIOTING DURING POWER FAILURE WOULD PRESENT A HAZARD OF PROPERTY DAMAGE AND PERSONAL INJURY TO BOTH STAFF PERSONNEL AND INMATES. SINCE THE BOILER PLANT IS ELECTRICALLY CONTROLLED, A CONTINUING POWER FAILURE COULD CAUSE THE SHUTDOWN OF THE HEATING SYSTEM, KITCHEN, LAUNDRY AND HOT WATER SYSTEM. IT SHOULD ALSO BE NOTED THAT THE PROPOSED TURBO-GENERATOR COULD BE OPERATED CONTINUOUSLY WITH A MINIMUM LOAD OF KW BY UTILIZING THE EXISTING STEAM OUTPUT, THEREBY EFFECTING AN APPROXIMATE SAVING OF $4000 PER YEAR IN THE COST OF THE ELECTRICAL POWER NOW USED.

PLANNING	$ 6,000 00
CONSTRUCTION	70,800.00
INSPECTION	4,200.00
	$81,000.00

M. YOUTH GUIDANCE CENTER, 375 WOODSIDE AVENUE. PROVISION OF IMPROVED FACILITIES FOR IRRIGATION OF GROUNDS IN CHAPEL AND PARKING LOT AREAS. INSTALLATION OF A SPRINKLER SYSTEM FOR WATERING THE LAWN AROUND THE CHAPEL; ALSO INSTALLATION OF A SPRINKLER SYSTEM FOR WATERING THE LAWN AROUND THE CHAPEL, ALSO INSTALLATION OF ADDITIONAL HOSE BIBBS IN PARKING LOT AREA. THE SINGLE GARDNER EMPLOYED AT THE CENTER HAS DUTIES IN EXCESS OF THE AMOUNT OF WORK ONE EMPLOYEE CAN SATISFACTORILY PERFORM. THE PROPOSED FACILITIES WILL ELIMINATE THE NEED FOR MUCH HAND WATERING AND WILL PROVIDE MORE EFFICIENT PLACEMENT OF HOSE CONNECTIONS, SAVING UP TO TWO MAN-HOURS PER DAY.

PLANNING	$ 900.00
CONSTRUCTION	7350.00
INSPECTION	450.00
	$ 8700.00

CONTROLLER'S FORM No. 4130

974

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number C4 of C14 Sheets — Index Number 423

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1													.423	IMPROVEMENTS	PRIORITY													
2																												
3																												
4													.187	LOG CABIN RANCH														
5	-				22850					-	22850	22850	500.187	Centralize Electrical Circuits Install Diesel Elec.Generator			-		-22850			-						
6	-				3000					-	3000	3000	501.187	Fire Alarm Stations in Four New Buildings			-		-3000			-						
7	-				74500					-	74500	74500	502.187	Construction of Service Bldg.			-		-74500			-						
8	-				11100					-	11100	11100	503.187	Remodel Existing Field Toilet			-		-11100			-						
9	-				-					-	-	-	504.187	Plans,Specs.& Construction of Administration Building		1	99500		99500			99500		C 65	0			
10	-				-					-	-	-	505.187	Canopy for weather protection of walkway		2	10000		10000			10000		C X	0			
11	-				-					-	-	-	506.187	Construct Sidewalks & provide drainage at Recreation Hall		3	3550		3550			3550		C X	0			
12	-				-					-	-	-	507.187	Additional Sand Filter & Piping revisions		4	46500		46500			46500		C 14	46,500			
13	4549				-					-	-	-	508.187	Moss Hall Kitchen and Warehouse			-		-			-						
14	-				-					-	-	-	509.187	Widen & Surface access road from "horseshoe turn" to Ranch		5	47500		47500			47500		A A 18	0			
15	-				-					-	-	-	510.187	Ranch Road paving		6	10400		10400			10400		A A X	0			
16	-				-					-	-	-	511.187	Plans & Construction for Classroom group		7	177800		177800			177800		C 78	177,800			
17	-				-					-	-	-	512.187	Plans & Construction for Equipment Building		8	29100		29100			29100		C X	0			
18	2266				-					-	-	-	513.187	Fire Alarm System			-		-			-						
19	-				-					-	-	-	514.187	Plans & Construction for Chapel		9	38000		38000			38000		C X	0			
20	-				-					-	-	-	515.187	Plans & Construction for Single Men's Staff House		10	79600		79600			79600		C X	0			
21	19406				-	564	1564		300	228	72	300	520.187	New Fire Lines & Hydrants			-		-			-						
22	647				-					-	-	-	525.187	General Grading-Utility Work			-		-			-						
23	64				-					-	-	-	607 508.187	Reconstruction - Road to Home			-		-			-						
24	26282				111[illegible]				300	228	111572	111[illegible]		TOTAL LOG CABIN RANCH			541950		430500			541950			224,300			
25																												
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A LOG CABIN RANCH, LA HONDA, CALIFORNIA. PLANS, SPECIFICATIONS AND CONSTRUCTION OF THE ADMINISTRATION BUILDING IN ACCORDANCE WITH THE CURRENT MASTER PLAN OF THE NEW BUILDING COMPLEX. APPROXIMATELY 3500 SQ. FT. OF BUILDING OF SEMI-FIREPROOF CONSTRUCTION PROVIDES DIRECTOR'S OFFICE, STAFF OFFICES, COUNSELING ROOMS, STAFF ASSEMBLY ROOM AND GENERAL FIELD AND VISITORS' TOILET FACILITY. PRESENT ADMINISTRATION BUILDING IS INADEQUATE AND A DANGEROUS FIRETRAP. THIS BUILDING WILL PROVIDE PLANNED SPACE FOR PROPER HANDLING OF PROBLEM CHILDREN AND VISITORS, AS WELL AS THE MUCH NEEDED OFFICES AND COUNSELING ROOMS FOR THE STAFF. THE PRESENT FIELD TOILET IS FAR REMOVED FROM THE NEW BUILDING GROUP AND IT IS NOW PROPOSED TO INCLUDE THIS FACILITY WITHIN BUILDING.

STUDIES AND PLANS	$ 7,500
CONSTRUCTION	88,000
INSPECTION	4,000
	$99,500

B. LOG CABIN RANCH, LA HONDA, CALIFORNIA. CANOPY FOR WEATHER PROTECTION OF WALKWAY WITHIN THE MASTER PLAN AREA. SIX HUNDRED LINEAL FEET OF CANOPY APPROXIMATELY 7' - 0" WIDE, SUPPORTED ON 4 DIA. LEGS IN CONCRETE FOOTINGS PROVIDE LIGHTING, ETC. CONCRETE WALKS HAVE BEEN FINISHED ELIMINATING TO SOME EXTENT THE MUD PROBLEM, BUT DURING HEAVY RAINS THE BOYS BECOME SOAKED TRAVELLING TO THE VARIOUS BUILDINGS.

STUDIES AND PLANS	$ 400
CONSTRUCTION	9,000
INSPECTION	200
	$10,000

C LOG CABIN RANCH SCHOOL, LA HONDA, SAN MATEO COUNTY. CONSTRUCT SIDEWALKS AND PROVIDE FOR DRAINAGE AT THE RECREATION HALL, 540 SQUARE FEET CONCRETE SIDEWALK; 200 LINEAL FEET VCP SEWER; 2 EACH STORM WATER INLETS. THE GROUND NEAR THE RECREATION HALL IS A GUMMY SILT AND DURING THE WINTER MONTHS BECOMES SEMI-LIQUID. IN SPITE OF MUCH WORK BY THE BOYS TO BEAUTIFY THE AREA THROUGH LANDSCAPING, AN AVERAGE RAINFALL OF 40 TO 50 INCHES A YEAR, PLUS POOR DRAINAGE FACILITIES, MAKE THESE EFFORTS ALMOST USELESS. USE OF THE RECREATION HALL IS SERIOUSLY CURTAILED BY FLOODING AND SURROUNDING MUD. CONSTRUCTION OF SIDEWALK AND PROVISION OF DRAINAGE WOULD BE A VALUABLE ASSET TO THE RECREATION FACILITIES AT THE SCHOOL.

PLANNING	$ 450
CONSTRUCTION	2,800
INSPECTION	100
	$3,350

D LOG CABIN RANCH SCHOOL, LA HONDA, SAN MATEO COUNTY, SEWAGE TREATMENT PLANT. ADDITIONAL SAND FILTER AND PIPING REVISIONS. SAND FILTER 55 x 40 LF, PIPING 520 LF. IN ORDER TO CLEAN THE ONE EXISTING SAND FILTER, IT IS NECESSARY, APPROXIMATELY EVERY TWO MONTHS, TO BY-PASS SEWAGE WITHOUT COMPLETE TREATMENT. THIS RESULTS IN RAW SEWAGE FLOWING INTO ALPINE CREEK, WHICH IS USED AS A DOMESTIC WATER SUPPLY. THE INSTALLATION OF THE SECOND SAND FILTER, WHICH WAS ELIMINATED FROM THE ORIGINAL CONSTRUCTION BECAUSE OF A SHORTAGE OF FUNDS, WILL MAKE POSSIBLE THE DIVERSION AND TREATMENT OF THE SEWAGE AND ELIMINATE POLLUTION OF THE CREEK. THE EXISTING PIPE LINES ARE TOO SMALL, OFTEN PLUG UP, AND DO NOT CARRY THE FLOW OF SEWAGE THROUGH THE PLANT PROPERLY. INCREASING THE SIZE OF THE PIPES WILL ALLOW THE PLANT TO OPERATE NORMALLY AND REDUCE THE TIME THE PLANT IS OUT OF SERVICE FOR MAINTENANCE.

PLANNING	$ 3,400
CONSTRUCTION	39,700
INSPECTION	3,400
	$47,500

E LOG CABIN RANCH SCHOOL, LA HONDA, SAN MATEO COUNTY RANCH ROADS. WIDEN AND SURFACE THE ACCESS ROAD FROM THE "HORSESHOE TURN" TO THE RANCH; RESURFACE THE ACCESS ROAD FROM THE COUNTY ROAD TO THE "HORSESHOE TURN". APPROXIMATELY 3000 FEET OF WIDENING AND RESURFACING. TO PROVIDE FOR THE SAFE AND EXPEDITIOUS FLOW OF TRAFFIC GENERATED BY THE EXPANDING RANCH SCHOOL, BY WIDENING AND RESURFACING THE EXISTING NARROW, DETERIORATING AND HAZARDOUS ROADWAY IN ORDER THAT THE ONLY TRAVERSABLE ROAD WHICH LEADS TO THE RANCH WILL ACCOMMODATE TWO SAFE AND ASSURED LANES OF TRAFFIC. THE UNWIDENED SECTION OF THE ACCESS ROAD IS ONLY 10 FEET WIDE AND CONSTITUTES A GLARING AND DANGEROUS DEFICIENCY AT AN IMPORTANT INSTALLATION WHERE THE CITY HAS MADE A MAJOR INVESTMENT.

PLANNING	$ 3,500
CONSTRUCTION	42,000
INSPECTION	2,000
	$47,500

F LOG CABIN RANCH. RANCH ROAD PAVING. APPROXIMATELY 2400 LINEAL FEET OF ACCESSORY ROADS AROUND CIRCUMFERENCE OF MASTER PLAN AREA COMPRISING ABOUT 35,000 SQ. FT. OF ASPHALTIC CONCRETE PAVING. RAINFALL IN THIS AREA IS MUCH GREATER THAN 'NORMAL' FOR THIS PART OF THE STATE. PRESENT DIRT ROADS BECOME UNUSABLE IN THE RAINY SEASON. SINCE THESE ROADS PROVIDE ACCESS FOR FIRE EQUIPMENT AND OTHER EMERGENCY VEHICLES, TO VARIOUS RANCH BUILDINGS, THEY ARE URGENTLY NEEDED.

PLANS AND STUDIES	$ 900
CONSTRUCTION	9,000
INSPECTION	500
	$10,400

G LOG CABIN RANCH, CLASSROOM GROUP. THIS UNIT, IN CONFORMANCE WITH THE MASTER PLAN, WILL COMPRISE THREE CLASSROOMS, TOILET FACILITIES, STORAGE AREAS, ETC., PLUS A COMBINED WOODWORKING AND MACHINE SHOP. TOTAL AREA WILL BE APPROXIMATELY 6700 SQ. FT. CONSTRUCTION WILL HAVE TO CONFORM TO TITLE 21. PRESENT CLASSROOMS ARE FAR REMOVED FROM THE NEW BUILDING COMPLEX AND COMPRISE MAKE-SHIFT FACILITIES SUCH AS OLD QUONSET HUTS, DILAPIDATED WOOD SHACKS, ETC. THERE IS A CONSIDERABLE PROBLEM IN RAINY WEATHER TO TRANSPORT BOYS TO AND FROM CLASS.

PLANS AND STUDIES	$ 13,000
CONSTRUCTION	160,000
INSPECTION	4,800
	$177,800

H. LOG CABIN RANCH, EQUIPMENT BUILDING. APPROXIMATELY 2,000 SQ. FT. CONSTRUCTED SIMILAR TO OTHER BUILDINGS IN THE GROUP. THERE WILL BE A STORAGE AREA AND AN 'OPEN' SHED TYPE PORT FOR PARKING TRUCKS, TRACTOR AND OTHER ROLLING EQUIPMENT. BUILDING WILL HOUSE THE MANY VEHICLES AND ATTENDANT EQUIPMENT IN USE AT THE RANCH. AT PRESENT MUCH OF THIS EQUIPMENT REMAINS OUT IN THE WEATHER IN VARIOUS PARTS OF THE RANCH. THIS WILL PROVIDE A CENTRAL PARKING AREA WITH STORAGE FACILITIES FOR SPARE PARTS, ETC. THIS IS IN CONFORMANCE WITH THE MASTER PLAN FOR LOG CABIN RANCH.

PLANS AND STUDIES	$ 2,500
CONSTRUCTION	25,000
INSPECTION	1,600
	$29,100

I. LOG CABIN RANCH, CHAPEL - ASSEMBLY WING ADDITION TO RECREATION HALL. APPROXIMATELY 1600 SQ. FT. OF AREA, SEMI-FIREPROOF CONSTRUCTION. WILL HAVE STAGE, STEPPED SEATING, PROVISION FOR SHOWING FILM, ETC. STRUCTURE WILL BE ATTACHED TO EXISTING RECREATION BUILDING. ORIGINAL MASTER PLAN INCLUDED THIS FACILITY AS PART OF PROJECT NO. 1, THE RECREATION BUILDING. THE REQUESTED APPROPRIATION WAS CUT BY $32,000.00 AND THE RECREATION HALL WAS BUILT WITHOUT AN ASSEMBLY AREA. SINCE THEN THE OFFICIAL POPULATION OF INMATES HAS INCREASED FROM 53 TO 86 WHICH STRAINS THE INSIDE RECREATION SPACE TO THE LIMIT. THIS WILL NOT ONLY PROVIDE FOR THE VARIOUS RELIGIOUS SERVICES BUT FOR ENTERTAINMENT AND EDUCATIONAL PURPOSES AS WELL.

PLANS AND STUDIES	$ 4,000.00
CONSTRUCTION	32,000.00
INSPECTION	2,000.00
	$38,000.00

J. LOG CABIN RANCH, SINGLE MEN'S STAFF HOUSE. APPROXIMATELY 2700 SQ. FT. OF SEMI-FIREPROOF CONSTRUCTION PROVIDING TWELVE (12) SLEEPING ROOMS, CENTRAL SHOWERS, TOILETS AND LIVING ROOM. THE RANCH IS QUITE REMOTE FROM RESIDENTIAL AREAS AND IT IS DIFFICULT TO OBTAIN QUALIFIED PERSONNEL WILLING TO COMMUTE THESE LONG DISTANCES. THIS FACILITY WOULD PROVIDE PLEASANT BACHELOR QUARTERS AND EASE THE SERIOUS PROBLEM OF GETTING COMPETENT 24-HOUR SUPERVISION OF THE RANCH.

PLANS AND STUDIES	$ 7,000.00
CONSTRUCTION	70,000.00
INSPECTION	2,600.00
	$79,600.00

CONTROLLER'S FORM No. 4238

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 977
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number: C5 of C14 Sheets — Index Number: 423

Line Number	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 6 ( ) Decrease: Person	Amount	Recommended by Office, Board, Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) U.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate Per Hour Per Month Per Year	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Note and Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
1														IMPROVEMENTS		PRIORITY															1
2																															2
3																															3
4													231	DEPARTMENT OF ELECTRICITY																	4
5	242675			-						-	-	-	500.231	Radio Control Station			-		-												5
6	242675			-						-	-	-		TOTAL DEPARTMENT OF ELECTRICITY			-		-												6
7																															7
8																															8
9													232	DEPT. ELECTRICITY-FIRE ALARM																	9
10	-			-						-	-	-	500.232	Central Fire Alarm Station Pave Area for Parking City Vehicles		4	17100		17100			17100		C A	0				A	10
11																															11
12	-			-						-	-	-	501.232	Plans & Construction for Central Fire Alarm Station Annex		5	39000		39000			39000		C A	0				B	12
13	2581			-						-	-	-	504.232	Skylight Roofing and Acoustical work			-		-			-									13
14	2581			-						-	-	-		TOTAL DEPT. OF ELEC.-FIRE ALARM			56100		56100			56100			0					14
15																															15
16													233	DEPT. ELECTRICITY - YARD																	16
17	-			-						-	-	-	501.233	Construction of Paint Spray booth- 276 Golden Gate Ave.		2	32500		32500			32500		C A	32,500				D	17
18	-			-						-	-	-	502.233	Construct Canopy over gas pump - 276 Golden Gate Ave		3	3500		3500			3500		C A	0				E	18
19	158			-						-	-	-	510.233	New Maintenance Yard		1	1600000		1600000			1600000		C A	0				C	19
20	158			-						-	-	-		TOTAL DEPT. ELECTRICITY YARD			1635000		1635000			1635000			32,500					20
21																															21
22													241	FARMERS' MARKET																	22
23	6831			-						-	-	-	501.241	Complete Paving			-		-			-									23
24	-			-	From Prior Year			2500		-	2500	2500	502.241	Installation of Electric Light System in North Sheds			-		-			-									24
25	6831			-				2500		-	2500	2500		TOTAL FARMERS' MARKET			-		-			-									25
26																															26
27																															27
28																															28
29																															29
30																															30
31																															31
32																															32
33																															33
34																															34
35																															35

A. CENTRAL FIRE ALARM STATION, TURK AND OCTAVIA STREETS. PAVE AREA AROUND STATION FOR PARKING OF CITY VEHICLES. 12,100 SQUARE FEET ASPHALT PAVING, 800 LINEAL FEET CONCRETE CURB, 500 SQUARE FEET SIDEWALK. THE AREA AROUND THE CENTRAL FIRE ALARM STATION IS USED ON A 24-HOUR BASIS AND SPACE IS REQUIRED FOR THE PARKING AND STORAGE OF ABOUT 25 MAINTENANCE TRUCKS ASSIGNED TO SUCH FUNCTIONS AS POLICE TELETYPE, FIRE ALARM SYSTEM, TRAFFIC SIGNALS, AND AIR RAID SIRENS. THE PORTION OF THE AREA PRESENTLY USED FOR PARKING (ACCOMMODATING APPROXIMATELY 10 VEHICLES) IS COVERED WITH RED ROCK. DUST AND GRIT BLOWN ABOUT BY THE WIND CREATE A MAINTENANCE PROBLEM IN THE BATTERY ROOM AND IMPAIR OPERATION OF THE VARIOUS INSTRUMENTS WITHIN THE BUILDING. PRESENT PARKING FACILITIES ARE INADEQUATE, AND SOME VEHICLES MUST BE PARKED ON TURK STREET, WHICH IS A TOW-AWAY ZONE. THE PROPOSED PROJECT, WHICH INCLUDES PAVING THE RED ROCK AREA AND CONVERTING PLANTED AREAS TO PARKING AREAS, WILL PROVIDE SPACE FOR AN ADDITIONAL 13 VEHICLES, AND WILL REDUCE THE NUISANCE CAUSED BY WIND-BORNE DUST TO A MINIMUM.

PLANNING	$ 1,300
CONSTRUCTION	15,150
INSPECTION	650
	$17,100

B. CENTRAL FIRE ALARM STATION ANNEX. 150 SQUARE YARDS WALL; 12 DOORS; 800 SQUARE FEET CEILING; 840 SQUARE FEET FLOORING; 4200 SQUARE FEET PAINTING, 640 SQUARE FEET ACOUSTICAL TILE; MISCELLANEOUS TILE WORK, MISCELLANEOUS MILL WORK. THE ANNEX WILL PROVIDE SEPARATE OFFICE SPACE FOR THE FIRE DEPARTMENT AND ISOLATE THE FIRE ALARM DISPATCH AREA. THE EXISTING CONGESTED CONDITION WHICH DISTRACTS EMPLOYEES AND IMPAIRS THE EFFICIENT DISPATCH OF FIRE ALARMS, WILL BE INTENSIFIED UPON COMPLETION OF THE FIRE ALARM SYSTEM EXPANSION CURRENTLY UNDER WAY.

PLANNING	$ 3,500
CONSTRUCTION	33,000
INSPECTION	2,500
	$39,000

C. JERROLD AVENUE NEAR POINT STREET - DEPARTMENT OF ELECTRICITY, NEW MAINTENANCE YARD. CONSTRUCTION OF A TWO-STORY BUILDING (FIRST FLOOR, 32,000 SQUARE FEET, SECOND FLOOR, 10,000 SQUARE FEET) WITH MACHINE, ELECTRIC RADIO, PARKING METER, TRAFFIC SIGNAL, AND PAINT SHOPS, WAREHOUSE SPACE AND UTILITY ROOMS ON THE LOWER FLOOR, TOGETHER WITH ALL NECESSARY EQUIPMENT. THE ADMINISTRATIVE OFFICES WILL BE LOCATED OVER A PART OF THE FIRST FLOOR. ALSO CONSTRUCTION OF TOOL BINS AND OPEN STORAGE FACILITIES. THE DEPARTMENT OF ELECTRICITY BASIC PLANT YARD IS NOW LOCATED AT 264 GOLDEN GATE AVENUE. THIS FACILITY WAS PROVIDED IN 1914 AND HAS LONG SINCE BEEN INADEQUATE TO EFFICIENTLY SERVE THE NEEDS OF THIS DEPARTMENT DUE TO NORMAL EXPANSION OF PUBLIC SAFETY FIRE ALARM COMMUNICATIONS, RADIO FOR VARIOUS OTHER DEPARTMENTS AND TRAFFIC SIGNAL SYSTEMS, AND THE ADDED RESPONSIBILITY FOR PLACING ON THE DEPARTMENT THE MAINTENANCE AND OPERATION OF THE CITY'S PARKING METER SYSTEM AGGREGATING 12,500 METERS. THE TRAFFIC SIGNAL AND RADIO SYSTEMS HAVE EXPANDED CONSIDERABLY WITHIN THE PAST FIVE YEAR PERIOD. PRESENT PLANNING CALLS FOR CONSIDERABLE FUTURE EXPANSION IN THESE SYSTEMS. THE REAL ESTATE DEPARTMENT ESTIMATES THAT THIS PROPERTY COULD BE SOLD FOR APPROXIMATELY $100,000 AND CONSEQUENTLY BE RETURNED TO THE TAX ROLLS. AT THE PRESENT TIME THE DEPARTMENT OF ELECTRICITY IS AUGMENTING ITS FACILITIES BY THE USE OF FIRE DEPARTMENT PROPERTY LOCATED AT 315 DUNCAN STREET. THIS PROPERTY HAS BEEN CONDEMNED AND ABANDONED BY THE FIRE DEPARTMENT AND IT IS THE INTENTION OF THE FIRE DEPARTMENT TO DISPOSE OF THIS PROPERTY WHEN IT IS VACATED BY THE DEPARTMENT OF ELECTRICITY. THE DEPARTMENT OF ELECTRICITY IS ALSO USING LEASED SPACE IN A BUILDING AT 1745 CALIFORNIA STREET TO ACCOMMODATE A PART OF THE TRAFFIC SIGNAL AND RADIO MAINTENANCE WORK, AND FURTHER SPACE AT 276 GOLDEN GATE AVENUE TO ACCOMMODATE THE ADMINISTRATIVE OFFICES AND PROVIDE STORAGE SPACE. IN ADDITION TO THE OBVIOUSLY DIFFICULT TASK OF MAINTAINING EFFICIENT SUPERVISORY CONTROL OF SUCH WIDELY SCATTERED LOCATIONS, THE CITY MUST PAY A MONTHLY RENTAL OF $500 FOR THE CALIFORNIA STREET SHOPS AND $200 FOR THE SPACE AT 276 GOLDEN GATE AVE IN ADDITION TO THE VEHICLES NORMALLY VISITING THE DEPARTMENT YARD DAILY, THERE ARE IN EXCESS OF 345 CITY OWNED VEHICLES EQUIPPED WITH RADIO WHICH MUST COME TO THE DEPARTMENT FOR RADIO REPAIRS. THIS NUMBER WILL BE INCREASED TO 566 VEHICLES IN THE IMMEDIATE FUTURE, AND TO 610 VEHICLES DURING THE FISCAL YEAR 1960-61. THE DEPARTMENT OF ELECTRICITY OPERATES 36 CARS AND TRUCKS IN ITS DAILY MAINTENANCE WORK AND IN THE COURSE OF FUTURE EXPANSION ADDITIONAL VEHICLES WILL BE NECESSARILY GIVEN TO BE ADDED. THE PLANT BUILDING AT 264 GOLDEN GATE AVENUE HAS BEEN CONDEMNED BY STATE AND CITY AGENCIES AS A FIRE HAZARD AND STRUCTURALLY UNSAFE. THE PROPOSED NEW MAINTENANCE YARD WILL ALLOW THE DEPARTMENT TO CONSOLIDATE ITS MAJOR ACTIVITIES IN A CENTRAL LOCATION. FUNDS WERE PROVIDED IN THE 1957-1958 BUDGET APPROPRIATION FOR THE PURPOSE OF COMPILING PRELIMINARY PLANS. THE DEPARTMENT OF PUBLIC WORKS HAS PROVIDED THESE PLANS AND THEY HAVE BEEN APPROVED BY THE ART EXHIBITION AND THE PROJECT IS IN CONFORMITY WITH THE MASTER PLAN. THE PROPOSED PROJECT HAS RECEIVED THE UNQUALIFIED SUPPORT OF EACH GRAND JURY SINCE 1953.

AND PLANNING COMMISSION

PLANNING	$ 35,000
CONSTRUCTION	1,405,400
PURCHASER'S ITEMS	114,600
INSPECTION	45,000
	$1,600,000 *

* $800,000 REQUESTED IN GAS TAX BUDGET; $800,000 IN BUDGET FINANCED FROM TAX RATE.

D. DEPARTMENT OF ELECTRICITY, 276 GOLDEN GATE AVENUE. CONSTRUCTION OF A PAINT SPRAY BOOTH. FIREPROOFING WALLS AND PARTITIONS AS NECESSARY TO FIREPROOF THE OIL STORAGE ROOM AND CONSTRUCTING A PAINT SPRAY BOOTH. PARTITIONS AND WALLS (METAL STUDS, GALVANIZED METAL LATH, PLASTER AND SHEET ROCK), FRAMING, ALL MILL WORK, DOORS, SHELVING, FURNISHING AND INSTALLING A WATER WASH TYPE PAINT SPRAY AND A COMPRESSOR, PIPE AND DUCT WORK, FURNISHING AND INSTALLING NEW INTERIOR ELECTRICAL FACILITIES, CONTROLS, LIGHTS, SWITCHES, CONDUITS, AND WIRING. PAINTING OPERATIONS ARE NOW CARRIED ON IN AN UNVENTILATED BUILDING. THE STATE DIVISION OF INDUSTRIAL SAFETY AND THE SAN FRANCISCO FIRE DEPARTMENT HAVE NOTIFIED US THAT CORRECTIVE MEASURES ARE REQUIRED. THESE INCLUDE APPLYING SHEET ROCK SIDING TO THE BUILDING, INSTALLATION OF A PAINT SPRAY BOOTH WITH A VENTILATION SYSTEM, AND INSTALLATION OF A SPRINKLING SYSTEM AND EXPLOSION PROOF ELECTRICAL FACILITIES. THE OIL STORAGE ROOM IS LOCATED UNDER A WOODEN STAIRWAY WHICH IS THE MAIN EXIT FOR APPROXIMATELY 30 MEN ON THE SECOND FLOOR. THE APPLICATION OF SHEET ROCK SIDING TO THIS AREA IS REQUIRED TO FIREPROOF IN ACCORDANCE WITH STATE AND LOCAL FIRE REGULATIONS.

PLANNING	$ 2,800
CONSTRUCTION	27,200
INSPECTION	2,500
	$32,500

E. CONSTRUCT A CANOPY OVER THE GAS PUMP, DEPARTMENT OF ELECTRICITY SHOP, 276 GOLDEN GATE AVENUE. CANOPY 25 x 10 FEET, GALVANIZED IRON ROOFING, CHANNEL FRAME. THE CONSTRUCTION OF A CANOPY OVER THE GAS PUMP AREA WILL PROVIDE SHELTER AND FACILITATE, ESPECIALLY IN INCLEMENT WEATHER, SERVICING OF THE TRUCKS AND OTHER VEHICLES ASSIGNED TO THE SHOP.

PLANNING	$ 375
CONSTRUCTION	2,925
INSPECTION	200
	$3,500

CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

979

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number: 60 of 614 Sheets — Index Number: 423

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 4 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request: With 1960-1961 Budget Cols. 3 and 4 (+) Increase / (-) Decrease: Number	Amount	Remarks Added by Office Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Salary Rate / Rate / Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1														PRIORITY																1
2													423	IMPROVEMENTS																2
3														-																3
4	-				-				-	-	-	-	247	Real Estate - Civic Auditorium and Brooks Hall					-										4
5	2641				-				-	-	-	-	500.247	Electrical work			-		-			-								5
6	-				-				-	-	-	-	501.247	Brooks Hall- Neon directional signs to rest rooms	1		2920		2920			2920			0				A	6
7	-				-				-	-	-	-	502.247	Brooks Hall-Canopy structure for Pedestrian Ramp	2		14600		14600			14600			0				B	7
8	-				-				-	-	-	-	503.247	Brooks Hall-Permanent Marquee over entrance	3		25000		25000			25000			0				C	8
9	-				-				-	-	-	-	504.247	Brooks Hall - Provision for freight elevator	4		5500		5500			5500			0				D	9
10	-				-	SJV 1564 From Prior Year			500 1452	1817	135	1952	509.247	Guard Screens for Stairs to Brooks Hall			-		-			-								10
11	313				-				-	-	-	-	607. 501.247	Preliminary Estimates for Proposed Bond Issue			-		-			-								11
12	2954				-				1952	1817	135	1952		TOTAL: REAL ESTATE - CIVIC AUDITORIUM-BROOKS HALL			9620		9620			9620			0					12
13																														13
14																														14
15													248	CIVIC CENTER - BROOKS HALL																15
16	2132				-				-	-	-	-	607. 500.248	Inspection Salaries			-		-			-								16
17	43401				-				-	-	-	-	607. 502.248	Electric Lead Lines and Equipment			-		-			-								17
18	19069				-				-	-	-	-	607. 503.248	Mechanical Utility Header Lines			-		-			-								18
19	2521				-				-	-	-	-	607. 504.248	Miscellaneous Painting and Quarry Tile Flooring			-		-			-								19
20	470				-				-	-	-	-	607. 507.248	Storm water Inlet - Fulton & Hyde Sts.			-		-			-								20
21	67593				-				-	-	-	-		TOTAL CIVIC CENTER-BROOKS HALL			-		-			-								21
22																														22
23																														23
24													255	REGISTRAR & VOTERS																24
25	109136				-	SJV 1564 From Prior Year			3205 24137	22721	4621	27342	501.255	Voting Machine Warehouse			-		-			-								25
26	-				-	" " "			7000	-	7000	7000	502.255	Installation of Lighting Fixtures			-		-			-								26
27	-				-					-	-	-	503.255	Lighting Fixtures	1		[illegible]		[illegible]			[illegible]			0				I	27
28	-				-					-	-	-	504.255	Interior Cleaning & Painting	3		[illegible]		[illegible]			[illegible]			0				F	28
29	109136				-				34342	22721	11621	34342		TOTAL REGISTRAR & VOTERS			[illegible]		[illegible]			[illegible]			0					29
30																														30
31																														31
32																														32
33																														33
34																														34
35																														35

A. BROOKS HALL, CIVIC CENTER. NEON DIRECTIONAL SIGNS TO REST ROOMS. TO PROVIDE FIVE NEON SIGNS OF 12" HIGH LETTERS, INCLUDING ELECTRIC WIRING. THESE FIVE NEON SIGNS PLACED IN VARIOUS LOCATIONS IN THE HALL WILL HELP DIRECT PEOPLE TO REST ROOMS AND AVOID CONFUSION.

STUDIES AND PLANS	$ 450.00
CONSTRUCTION	2,250.00
INSPECTION	220.00
	$2,920.00

B. BROOKS HALL, CIVIC CENTER. CANOPY STRUCTURE FOR PEDESTRIAN RAMP TO BROOKS HALL. TO PROVIDE 240 LINEAL FEET OF CANOPY 11'-6" WIDE SUPPORTED ON PIPE STANDARDS WITH METAL OR REMOVABLE CANVAS TOP. THE ENTRANCE TO BROOKS HALL IS A BLOCK AWAY FROM THE TOP OF THE RAMP. PASSENGER CARS AND TAXIS ARE NOT ALLOWED TO ENTER THE RAMP SO VISITORS MUST WALK TO ENTRANCE EXPOSED TO WEATHER. THE PROSPECT OF WALKING A BLOCK IN THE RAIN AND PERHAPS BEING DELAYED, ETC., STOPS MANY PEOPLE FROM ATTENDING FUNCTIONS IN BROOKS HALL.

STUDIES AND PLANS	$ 1,100.00
CONSTRUCTION	$13,000.00
	500.00
	$14,600.00

C. BROOKS HALL, CIVIC CENTER. PERMANENT MARQUEE FOR BROOKS HALL ENTRANCE ABOVE SIDEWALK LEVEL. TO PROVIDE A MARQUEE NEAR HYDE STREET AT TOP OF ENTRANCE RAMP TO BROOKS HALL WITH SIGNS AND ILLUMINATION OF ORNAMENTAL METAL WITH LIGHT METAL FRAMING, INCLUDING ELECTRICAL WIRING, ETC. THIS MARQUEE IS NEEDED TO IDENTIFY AND LOCATE BROOKS HALL IN A DEFINITE MANNER. A GENERAL COMPLAINT OF SHOW MANAGERS AND PROMOTERS IS THAT THE HALL IS DIFFICULT FOR THE GENERAL PUBLIC TO LOCATE, ESPECIALLY OUT-OF-TOWNERS, AS A CONSEQUENCE MANY PEOPLE ATTEMPT TO ENTER THROUGH CIVIC AUDITORIUM, CAUSING CONGESTION AND WASTE OF TIME.

STUDIES AND PLANS	$ 2,200.00
CONSTRUCTION	22,000.00
INSPECTION	800.00
	$25,000.00

D. CIVIC AUDITORIUM. PROVISION OF A FREIGHT ELEVATOR FOR BROOKS HALL. INSTALLATION OF A SIDEWALK FREIGHT ELEVATOR TO SERVE THE TRUCK UNLOADING DOCK IN BROOKS HALL. SINCE THE TRUCK RAMPS ARE USED BY PEDESTRIANS, IT IS NOT POSSIBLE TO TRUCK MATERIALS INTO OR OUT OF BROOKS HALL WHILE A SHOW IS IN PROGRESS. EXHIBITORS AND PURCHASERS ARE INCONVENIENCED, SOMETIMES SERIOUSLY, BY THIS INADEQUACY. THE PROVISION OF A FREIGHT ELEVATOR WILL CORRECT THIS SITUATION.

PLANNING	$ 3,600.00
CONSTRUCTION	47,750.00
INSPECTION	2,150.00
	$53,500.00

E. VOTING MACHINE WAREHOUSE IN GEARY CARBARN, PRESIDIO AVENUE AND GEARY BLVD. LIGHTING MODERNIZATION. FURNISH AND INSTALL LIGHTING FIXTURES IN WAREHOUSE TO PROVIDE ACCEPTABLE LEVEL OF ILLUMINATION. VOTING MACHINES ARE SET AND ADJUSTED IN THE FRONT AREA OF THE WAREHOUSE, THERE ARE NO SKYLIGHTS IN THIS AREA. EXISTING LIGHTING IS INADEQUATE AND PORTABLE LIGHTS ARE IMPRACTICAL. THE WAREHOUSE COVERS 50,000 SQUARE FEET OF SPACE AND EXISTING LIGHTING IS INADEQUATE; ALSO CERTAIN OF THE FIXTURES ARE NO LONGER OPERABLE. THE PROPOSED LIGHTING SYSTEM WILL PROVIDE APPROXIMATELY

40 FOOTCANDLES IN THE WORKING AREA
10 FOOTCANDLES IN DRIVEWAYS
5 FOOTCANDLES IN GENERAL WAREHOUSE AREA

SINCE THE BUILDING WAS DESIGNED AS A CARBARN, THE ELECTRICAL CIRCUITS ARE NOT ADEQUATE FOR A MODERN LIGHTING SYSTEM, AND MUST ALSO BE REPLACED. ESTIMATED COST $32,000.00

F VOTING MACHINE WAREHOUSE, 2650 GEARY BLVD. INTERIOR CLEANING AND PAINTING. CLEANING AND PAINTING ALL WALLS, CEILINGS, BEAMS, COLUMNS, ETC. TOTAL SURFACE AREA IS APPROXIMATELY 150,000 SQUARE FEET. THE INTERIOR SURFACES ARE DARK AND DIRTY, THEY HAVE NEVER BEEN PAINTED.

CONSTRUCTION	$20,000.00
PLANS AND STUDIES	2,000.00
INSPECTION	1,000.00
	$23,000.00

CONTROLLER'S FORM No. 4730

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

981

Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number: C7 of C14 Sheets — Index Number: 423

	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 ( ) Decrease: Force	Amount	(2) Recommended by Office Board Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1													423	IMPROVEMENTS	PRIORITY														1
2																														2
3																														3
4													265	WEIGHTS & MEASURES																4
5	-			-						-	-	-	500.265	Meter testing facilities - Quint & Jerrold		1	27500		27500			27500		C.A	0				A	5
6	-			-						-	-	-		TOTAL-WEIGHTS & MEASURES			27500		27500			27500			0					6
7																														7
8																														8
9													311	PURCHASING DEPARTMENT																9
10	-			-						-	-	-	500.311	Automotive Repair Shops-Alterations & Additions Bldgs. A&B		1	21100		21100			21100		C.A	0				B	10
11	-			-						-	-	-		TOTAL-PURCHASING DEPARTMENT			21100		21100			21100			0					11
12																														12
13																														13
14													312	PURCHASER'S SHOPS																14
15	-			-		From	Prior	Year	669912	-	669912	669912	607 500.312	Purchaser's Consolidated Shops			-		-			-								15
16	-			-					669912	-	669912	669912		TOTAL-PURCHASER'S SHOPS			-		-			-								16
17																														17
18																														18
19													411	DEPARTMENT OF PUBLIC WORKS 2323 Army Street																19
20	-			-						-	-	-	500.411	Expansion of Maintenance Yard		5	419450		419450			419450		C.A	0				C	20
21	12924			-		From	Prior	Year	14076	-	14076	14076	607 500.411	Maintenance Yard Expansion			-		-			-								21
22	12924			-					14076	-	14076	14076		TOTAL-DPW MAINTENANCE YARD			419450		419450			419450			0					22
23																														23
24																														24
25																														25
26																														26
27																														27
28																														28
29																														29
30																														30
31																														31
32																														32
33																														33
34																														34
35																														35

A. QUINT AND JERROLD STREETS (SOUTHEAST SEWAGE TREATMENT PLANT). METER TESTING FACILITIES FOR SEALER OF WEIGHTS AND MEASURES. REMOVAL OF EXISTING CONCRETE CURB AND LANDSCAPING. CONSTRUCTION OF 10'x15'x9' REINFORCED CONCRETE PIT, FLOORED OVER WITH OPEN-TYPE GRATING AND BORDERED WITH PIPE RAILING; FURNISHING AND INSTALLING INSIDE THE PIT, 100-GAL. STEEL PILOT TANK AND 300-GAL. STEEL RECEIVER TANK WITH SIGHT GAUGES, PIPING, FITTINGS AND HYDRAULICALLY OPERATED VALVES; FURNISHING AND INSTALLING SUMP DRAINAGE PUMP, RETURN PUMP AND RELATED APPURTENANCES, AUTOMATIC FIRE CONTROL SYSTEM, AND ELECTRIC SERVICE WITH RELATED APPURTENANCES. UNDER SECTION 12210, CHAPTER 2, DIV. 5 OF THE BUSINESS AND PROFESSIONS CODE, THE SEALER OF WEIGHTS AND MEASURES IS REQUIRED TO CERTIFY THE ACCURACY OF METERS ON GASOLINE TANK TRUCKS. THE CITY AND COUNTY OF SAN FRANCISCO IS ONE OF THE FEW REMAINING COUNTIES IN THE STATE NOT EQUIPPED TO PERFORM THIS FUNCTION. WHEREAS THE CITY REQUIRES SERVICE STATION AND GARAGE OPERATORS TO GIVE ACCURATE MEASURE TO CONSUMERS, THE SEALER OF WEIGHTS AND MEASURES IS UNABLE TO VERIFY THE MANY COMPLAINTS RECEIVED FROM SERVICE STATION AND GARAGE OPERATORS WHO CLAIM SHORT MEASURE DELIVERIES FROM THE OIL COMPANIES. REQUIRING THE DISTRIBUTORS TO TEST THEIR EQUIPMENT IS NOT ONLY INCONVENIENT FOR THE DISTRIBUTORS, BUT ALSO EXCEEDINGLY EXPENSIVE, BECAUSE OF THE HIGH COST IN TRAVEL TIME REQUIRED TO SEND THE TRUCK, DRIVER AND MECHANIC TO ADJUST THE METERS AT TESTING STATIONS IN OTHER COUNTIES. IN ADDITION, IN VIEW OF THE FACT THAT ABOUT 300,000,000 GALLONS OF GASOLINE, HAVING A WHOLESALE VALUE OF $90,000,000 WERE DISTRIBUTED DURING 1959, IT IS EVIDENT THAT THE PROPOSED FACILITIES ARE URGENTLY NEEDED TO SAFEGUARD THE INTERESTS OF BOTH DISTRIBUTORS AND SERVICE STATION AND GARAGE OPERATORS. THE FACILITIES WILL BE LOCATED AT QUINT STREET AND JERROLD AVENUE ON SURPLUS LAND WITHIN THE SOUTHEAST SEWAGE TREATMENT PLANT SITE. WE UNDERSTAND FROM MR. SKINNER THAT NO ADDITIONAL PERSONNEL WILL BE REQUIRED TO OPERATE THE STATION AND THAT THE ONLY ADDITIONAL EXPENSE WILL BE FOR ELECTRIC POWER.

PLANNING	$ 2,150.00
CONSTRUCTION	23,750.00
INSPECTION	[illegible]
	$27,500.00

B. AUTOMOTIVE REPAIR SHOPS, QUINT STREET AND JERROLD AVENUE. ALTERATIONS AND ADDITIONS TO BUILDING A AND B. TO PROVIDE 1500 SQ. FT. OF STEEL MEZZANINE IN SECTION OF BUILDING B; REPLACE 8 SLIDING DOORS AND 6 WINDOWS IN BUILDING A AND B AND MISCELLANEOUS ELECTRICAL WIRING ALTERATIONS FOR BUILDING A, B AND C. PRESENT EXTERIOR SLIDING DOORS ARE TOO SMALL TO ALLOW TRUCKING AND AUTOS IN AND OUT OF THESE SHOPS. WINDOWS ARE ARRANGED AS ALTERATION OF THE [illegible]. STEEL MEZZANINE IS NEEDED TO RELIEVE CONGESTION AND INSUFFICIENT STORAGE SPACE. ADDITIONAL ELECTRICAL WIRING WORK TO PROVIDE OUTLETS IN MORE SUITABLE LOCATIONS.

STUDIES AND PLANS	$1,800.00
CONSTRUCTION	18,500.00
INSPECTION	800.00
	$21,100.00

C. DEPARTMENT OF PUBLIC WORKS MAINTENANCE YARD. EXPANSION PHASE I $560,800.00
PHASE II 154,500.00
$715,300.00 *

TO DEVELOP THE MAINTENANCE YARD AREA IN THE THREE CONSTRUCTION PHASES SET FORTH BELOW:

	GAS TAX	BUDGET	TOTALS
PHASE I			
URGENT PORTIONS OF WORK SET FORTH UNDER PARTS I AND II	$218,600.00	$342,200.00	$560,800.00
PHASE II			
WORK SET FORTH UNDER PARTS I AND II, NOT DONE UNDER PHASE I	77,250.00	77,250.00	154,500.00
TOTAL PHASE I AND PHASE II: 1961-62 BUDGET REQUESTS	$295,850.00	$419,450.00	$715,300.00
PHASE III			
WORK SET FORTH UNDER PART III	53,000.00	490,300.00	543,300.00
TOTAL CONSTRUCTION COSTS	$348,850.00	$909,750	$1,258,600.00

*AMOUNT OF THIS REQUEST IS FOR THE GENERAL TAX RATE WORK TO BE DONE. THE REMAINDER, $295,850.00, WILL BE REQUESTED FROM GAS TAX FUNDS IN CEEDING YEAR.

EXHIBIT "A"

DEPARTMENT OF PUBLIC WORKS MAINTENANCE YARD EXPANSION

THE WORK INCLUDES THE EXPANSION AND DEVELOPMENT OF THE 95,000 SQUARE FOOT PROPERTY WEST OF THE PRESENT MAINTENANCE YARD, AND THE IMPROVEMENT AND REVISION OF FACILITIES WITHIN THE LIMITS OF THE EXISTING MAINTENANCE YARD. THIS WORK IS DIVIDED INTO THREE PARTS:

PART I NORTHWEST AREA (KANSAS AND ARMY STREETS)
1. CLEARING, GRADING, PAVING AND FENCING THE ENTIRE AREA, INCLUDING INCIDENTAL WORK SUCH AS YARD LIGHTING, SEWAGE AND DRAINAGE FACILITIES.
2. CONSTRUCTION OF A STOREKEEPER'S WAREHOUSE TO STORE PURCHASER'S MATERIALS.
1. CONSTRUCTION OF CAR PORTS AND WORK ACES TO ACCOMMODATE TWENTY DEPARTMENT OF PUBLIC WORKS TRUCKS.

PART II SOUTHWEST AREA (VICINITY OF OLD INCINERATOR)
1. GRADING AND PAVING THE AREA, AND MISCELLANEOUS WORK SUCH AS YARD LIGHTING, SEWAGE AND DRAINAGE FACILITIES.
2. CONSTRUCTION OF A 1,950 SQUARE FOOT WORK SHOP AND STORAGE AREA FOR THE BUREAU OF STREET CLEANING.
3. CONSTRUCTION OF CAR PORTS TO ACCOMMODATE TWELVE TRAFFIC PAINTING TRUCKS; AN AREA TO WASH AND SERVICE METAL PAINT STENCILS, AND A STORAGE AND LOCKER ROOM.

PART III EAST AREA (IMPROVEMENTS IN MAIN YARD). UPON COMPLETION OF THE WORK IN PARTS I AND II ABOVE, CERTAIN FACILITIES WOULD BE MOVED TO THESE NEW AREAS AND WOULD MAKE POSSIBLE THE MUCH NEEDED EXPANSION OF THE FOLLOWING FACILITIES IN THE MAIN YARD:
1. ALTERATIONS TO THE LOCKSMITH SHOP BUILDING "C".
2. ALTERATIONS FOR THE EXPANDED CEMENT SHOP IN BUILDING "C".

CONTINUED

3. ALTERATIONS FOR THE EXPANDED ELECTRIC SHOP IN BUILDING "B".

4. CONSTRUCTION OF CAR PORTS AND WORK SPACES TO ACCOMMODATE ADDITIONAL SEWER REPAIR VEHICLES ADJACENT TO BUILDING "E".

5. CONVERSION OF 2,400 SQUARE FEET OF EXISTING CAR PORT AREA INTO AN ASSEMBLY SHED FOR THE BUREAU OF BUILDING REPAIR FOR TEMPORARY STORAGE OF NUMEROUS ARTICLES DELIVERED BY VENDORS FOR SPECIFIC JOBS.

6. ADDITION OF A 2,600 SQUARE FOOT SECOND FLOOR ON THE ADMINISTRATION BUILDING, AND ALTERATIONS TO THE FIRST FLOOR TO PROVIDE ADDITIONAL UTILITY AND OFFICE SPACE.

THE WORK OUTLINED ABOVE UNDER PARTS I, II AND III IS NEEDED FOR THE FOLLOWING REASONS:

A. EXISTING LIMITED FACILITIES ARE NOT SUITABLE FOR SATISFACTORY OR EFFICIENT OPERATION OF THE VARIOUS BUREAUS.

B. CONSTRUCTION OF A STOREKEEPERS' WAREHOUSE WILL INCREASE THE PRODUCTIVITY OF THE BUREAU OF BUILDING REPAIR BY REDUCING THE MANY TIME-CONSUMING DAILY TRIPS NOW NECESSARY FOR SMALL-QUANTITY PICK-UPS OF MATERIALS. (INCIDENTAL BENEFITS TO BE DERIVED FROM THE CONSTRUCTION OF THIS WAREHOUSE ARE: REDUCED COSTS FOR MATERIAL BECAUSE OF THE OPPORTUNITY TO PURCHASE LARGER QUANTITIES OF MATERIAL AT ONE TIME AND THE RELEASE FOR SALE OR OTHER USE OF APPROXIMATELY 22,725 SQUARE FEET OF LAND, HAVING A MARKET VALUE OF ABOUT $100,000.00, NOW OCCUPIED BY THIS DEPARTMENT AT THE PURCHASER'S YARD AT HARRISON AND ALAMEDA STREETS.)

C. NEW CONSTRUCTION WILL ALLOW CONSOLIDATION OF SHOP AND STORAGE ACTIVITIES OF THE BUREAU OF STREET CLEANING.

D. NEW CONSTRUCTION IS NECESSARY TO PROVIDE BADLY NEEDED ADDITIONAL SPACE FOR THE VARIOUS SHOPS.

E. NEW CONSTRUCTION PROVIDES PROPER FACILITIES FOR STORAGE AND HANDLING OF EQUIPMENT AND MATERIAL USED BY THE TRAFFIC STRIPING PAINT CREWS.

F. SECOND FLOOR ADDITION ON THE ADMINISTRATION BUILDING WILL PROVIDE ADDITIONAL SPACE REQUIRED BY BUREAUS BECAUSE OF ABSORBING ADDITIONAL FUNCTIONS.

G. NEW CAR PORTS AND WORK SPACES WILL PROVIDE FOR HOUSING AUTOMOTIVE AND OTHER EQUIPMENT, THUS REDUCING MAINTENANCE AND OPERATIONAL COSTS.

H. NEW ASSEMBLY SHED WILL ALLOW SHOP FABRICATION OF PIPING AND OTHER ASSEMBLIES WITH RESULTANT ECONOMIES OVER FIELD ASSEMBLY, AND WILL PROVIDE FOR THE ORDERLY COLLECTION OF MATERIALS FOR LARGER JOBS SO THAT WHEN THE WORK IS SCHEDULED TO START ALL MATERIALS ARE ON HAND.

D.P.W. MAINTENANCE YARD
PROJECT COST
(%-GAS TAX)
INFORMATION SHEET FOR 1961-1962 BUDGET

		PHASE I	PHASE II	PHASE III
1.	PURCHASER'S WAREHOUSE BLDG N (EXCLUDING EQUIP. RACKS, ETC.)	346,000 *(5.36%)		
	EQUIP. RACKS, ETC.			72,000 *(50%)
2.	CLEANING BUILDING BLDG. J	48,000 *(100%)		
3.	TRAFFIC PAINTING BLDG. L	139,100 *(100%)		
4.	RELATED YARD CONSTRUCTION	27,700 *(50%)	71,200 *(50%)	
5.	TRUCK PORT BLDG. K		83,300 *(50%)	
6.	ALTER. EXIST. BLDGS. IN OLD YARD INCL. 2ND FLOOR TO ADMIN. BLDG. NEW TRUCK PORTS, BLDG. E			471,300 *(3.59%)
	TOTAL - $1,258,600	$ 560,800	$154,500	$543,300
	GAS TAX	218,600	77,250	53,000
	GENERAL BUDGET	342,200	77,250	490,300

TOTAL GAS TAX AMOUNT REQUESTED FOR 1961-1962 BUDGET FOR WORK UNDER PHASES I AND II: 218,600 + 77,250 = $295,850

TOTAL GENERAL FUND AMOUNT REQUESTED FOR 1961-1962 BUDGET FOR WORK UNDER PHASES I & II: $ 342,200 + $ 77,250 = $419,450

* % CHARGEABLE TO GAS TAX FUND

CONTROLLER'S FORM No. 4239

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1,423 — Sheet Number: 68 of 114 Sheets — Index Number: 423

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 8 and 9 (+) Increase (-) Decrease: Force	Amount	Recommended by Mayor: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line No.
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27		
1													423	IMPROVEMENTS															1
2														Mezzanine & Superv. Secretary Desk $250													40,000		2
3													417	PUBLIC BUILDINGS															3
4	-				-					-	-	-	500.417	City Hall-Remodel Bldg. Inspection & Central Permit Areas-2nd Floor	1		6000		6000									A	4
5	419				-					-	-	-	501.417	Hall of Justice-Lights & Air Conditioning- Radio Room					-										5
6	-				-					-	-	-	502.417	City Hall: 3 new automatic elevators	2		260000		260000									B	6
7	-				-					-	-	-	503.417	Plans & Specs. for space allocation for Controller, Fire Dept., Purchasing, Ops & Civil Service			5000		5000									C	7
8	-				-					-	-	-	504.417	Plans & construction for enlargement of Controller's Payroll Division			7600		7600									D	8
9	-				12250					-	12250	12250	505.417	Assessor's Office - Air Exhaust System			-		-12250										9
10	-				-					-	-	-	506.417	Plans & Constr.-remodeling east sec. Traffic fines-1st floor & Basement			25000		25000									E	10
11	-				-					-	-	-	507.417	Alterations & provisions for new APBX Telephone System			39500		39500				39500					F	11
12	-				-					-	-	-	508.417	City Hall name plates	12		700		700				700					G	12
13	-				-					-	-	-	509.417	Survey for additional Shelving Law Library - 4th floor	1		2500		2500				2500					H	13
14	1169				-					-	-	-	510.417	Sand Storage & Handling Facilities- DPW Yard			-		-										14
15	-				-					-	-	-	511.417	Alterations-City Hall 5th floor & Basement to relocate Blueprint equ.	2		53100		53100				53100					I	15
16	-				-					-	-	-	512.417	Tax Collector's Office- Forced Air Ventilation System	1		8000		8000				8000					J	16
17	-				-					-	-	-	513.417	Alterations to Tax Collector's Office	2		9080		9080				9080					K	17
18	-				-					-	-	-	514.417	Air Conditioning-4th floor-Rooms 411, 417, 418, 426 & 429	1		114000		114000				114000					I	18
19	-				-					-	-	-	515.417	Superior Court- 4th floor- Acoustial Treatment	2		10100		10100				10100					M	19
20	-				-					-	-	-	516.417	Civil Service- Room 5 Acoustical Treatment	1		3100		3100				3100					N	20
21	-				-					-	-	-	517.417	Civil Service- Room 10- Heating Ventilation Air	2		2250		2250				2250					O	21
22	1173				-					-	-	-	533.417	Law Library Shelving & Casework			-		-										22
23	5721				-	S.J.V. 1564		250		189	61	250	536.417	Alterations to Payroll Division Controller's Office			-												23
24	1751				-					-	-	-	539.417	City Hall- Traffic Warrant Bureau- Ventilation			-		-										24
25	35527				-	S.J.V. 1564 From Prior Year		1400 12344		12735	809	13744	542.417	Remodel Offices of Board of Supervisors			-		-										25
26	5015				-					-	-	-	548.417	Civil Service Commission Room 10 - Ventilation			-		-										26
27	2225				-	From Prior Year		304500		-	304500	304500	554.417	Purchaser's Consolidated Shops Architectural & Engr. Services					-										27
28	-				-	S.J.V. 1564 From Prior Year		600 4400		522	4478	5000	556.417	Law Library Additional Shelving			-		-										28
29	756				-					-	-	-	571.417	Rehabilitation of City Hall Post Office			-												29
30	-				12000					6782	5218	12000	572.417	Insulation Acoustical Courtrooms 411-17-18-26-29			-		-12000										30
31	-				-	Ord.No.441-60, 8/23/60, S.V. 442		10000		-	10000	10000	573.417	Plans & Specifications 450 McAllister					-										31
32	-				-					-	-	-	575.417	Registrar's Office- Remodeling for Civil Service	3		22500		22500									P	32
33	-				-					-	-	-	576.417	Alterations to City Attorney's Office- Room 206	1		23400		23400									Q	33
34	-				-					-	-	-	577.417	City Attorney & Law Library Tempered Air Ventilation System	2		14000		14000									R	34
35	53806				24250			33444		20428	337316	357744		TOTAL - PUBLIC BUILDINGS			658850		634950				658850						35

A. SECOND FLOOR, CITY HALL. REMODELING OF BUILDING INSPECTION AND CENTRAL PERMIT BUREAU AREAS.
ALTERATIONS AND REMODELING OF 7800 SQ. FT. NOW OCCUPIED BY ABOVE MENTIONED BUREAUS, OF THEIR NEW QUARTERS. THESE AREAS WILL THEN BECOME AVAILABLE FOR OTHER OCCUPANCY. THE BUILDING INSPECTION AND CENTRAL PERMIT BUREAUS ARE VACATING THEIR EXISTING QUARTERS UPON COMPLETION

PLANS AND SPECIFICATIONS	$ 4,000.00
CONSTRUCTION	55,000.00
INSPECTION	1,000.00
	$60,000.00

B. CITY HALL. THREE NEW AUTOMATIC ELEVATORS. UTILIZATION OF EXISTING SHAFTS FOR 3 NEW AUTOMATIC ELEVATORS WITH ALL EQUIPMENT, CABS, DOORS, AND FRONTS, PROVIDING NEW FRONTS FOR SHAFTS ON OPPOSITE SIDE OF LOBBY. PRESENT ELEVATORS DO NOT COMPLY WITH STATE ELEVATOR SAFETY REGULATIONS AND SEVERAL ACCIDENTS HAVE OCCURRED. NEW ELEVATORS ARE URGENTLY NEEDED TO COMPLY WITH SAFETY REGULATIONS. ESTIMATED COST $260,000.00

C. CITY HALL BASEMENT. PRELIMINARY STUDIES, PLANS AND COST ESTIMATES FOR SPACE ALLOCATION INVOLVING THE CONTROLLER, FIRE DEPARTMENT, PURCHASING DEPARTMENT, PUBLIC WORKS AND CIVIL SERVICE. ANALYSIS OF PRESENT AND FUTURE NEEDS OF THESE DEPARTMENTS. IN THE NEAR FUTURE THE SPACE OCCUPIED BY THE WARRANT BUREAU, POLICE DEPARTMENT AND THE AREA USED BY THE CENTRAL PERMIT BUREAU, PUBLIC WORKS, WILL BE VACATED. THE FUNDS ARE REQUESTED SO THAT STUDIES, PRELIMINARY PLANS AND COST ESTIMATES CAN BE MADE FOR THE MOST FEASIBLE SOLUTION FOR THE CONFLICTING REQUIREMENTS.
PLANS & SPECIFICATIONS $5,000.00

D. BASEMENT, CITY HALL. ENLARGEMENT OF THE CONTROLLER'S PAYROLL DIVISION. REVISING AND ENLARGING EXISTING AREAS TO PROVIDE FOR INSTALLATION OF NEW ELECTRONIC EQUIPMENT, TO INCREASE EFFICIENCY.

PLANS AND SPECIFICATIONS	$ 700.00
CONSTRUCTION	6,500.00
INSPECTION	400.00
	$7,600.00

E. CITY HALL, FIRST FLOOR AND BASEMENT. REMODELING OF EAST SECTION OF TRAFFIC FINES-1ST FLOOR, CENTRAL PERMIT STORAGE AND TRAFFIC WARRANT-BASEMENT. ALTERATIONS AND REMODELING OF 1200 SQ. FT. ON FIRST FLOOR AND 3000 SQ. FT. IN BASEMENT. THE TRAFFIC FINES ON FIRST FLOOR AND TRAFFIC WARRANT IN BASEMENT WILL MOVE TO THE NEW HALL OF JUSTICE. CENTRAL PERMIT STORAGE IN BASEMENT WILL MOVE TO 450 McALLISTER STREET. THESE AREAS WILL THEN BECOME AVAILABLE FOR OTHER OCCUPANCY.

PLANS & SPECIFICATIONS	$2,000.00
CONSTRUCTION	22,000.00
INSPECTION	1,000.00
	$25,000.00

F. CITY HALL. ALTERATIONS AND PROVISIONS FOR A NEW APBX TELEPHONE SYSTEM. REVISING BASEMENT AREAS FOR INSTALLATION OF A NEW 701 APBX, NEW PARTITIONING, ELECTRICAL AND REFINISHING WORK, INCLUDING FILTERED AIR SUPPLY SYSTEM. REARRANGE CONDUITS IN CITY HALL AND PROVIDE NEW 4" CONDUIT TO 101 GROVE STREET. TO CENTRALIZE AND MODERNIZE CITY TELEPHONE EXCHANGE TO RENDER BETTER SERVICE.

PLANS AND SPECIFICATIONS	$ 3,800.00
CONSTRUCTION	33,000.00
INSPECTION	2,700.00
	$39,500.00

G. CITY HALL. CITY HALL NAME PLATES. FOUR BRONZE NAME PLATES WITH 4" HIGH LETTERS SPELLING "CITY HALL". TO IDENTIFY THE FOUR ENTRANCES OF CITY HALL. ESTIMATED COST $700.00

H. LAW LIBRARY, 4TH FLOOR, CITY HALL. SURVEY FOR ADDITIONAL SHELVING FACILITIES. TO SURVEY SPACE AND STRUCTURE OF THE LIBRARY AREA AND DETERMINE A FEASIBLE SCHEME TO PROVIDE ADDITIONAL FACILITIES, AND TO PREPARE PRELIMINARY ESTIMATES OF COST. THE LAW LIBRARY HAS A CONSTANT INCREASE OF 3000 VOLUMES OF LAW BOOKS, CASE RECORDS, ETC., PER YEAR. PRESENT SHELVING IS COMPLETELY FILLED AND ADDITIONAL SHELVING IS URGENTLY NEEDED. LIMITED SPACE IN LIBRARY REQUIRES CAREFUL SURVEY AND STUDIES TO SOLVE PROBLEM. ESTIMATED COST $2,500.00

I. CITY HALL ALTERATIONS, 5TH FLOOR AND BASEMENT TO RELOCATE BLUEPRINT SECTION. VACATING OF SPACE ON 5TH FLOOR, DEMOLITION AND MOVING OF BLUEPRINT EQUIPMENT, ETC. PROVISION OF NEW COUNTERS, SINKS AND EQUIPMENT TO ESTABLISH A COMPLETE PRINT SECTION IN APPROXIMATELY 1500 SQ. FT. OF SPACE ADJACENT TO PRESENT REPRODUCTION BUREAU. DEMOLITION AND REMOVAL OF LARGE STEEL TANKS AND EQUIPMENT FROM THE BASEMENT SPACE, EXTENSIVE VENTILATION WORK. TO OVERCOME DIFFICULTIES ARISING FROM THE FACT THAT THERE IS NO ELEVATOR SERVICE TO THE 5TH FLOOR WHERE PRESENT PRINT DEPARTMENT IS LOCATED. TO UNIFY THE REPRODUCTION DEPT. IN ONE AREA FOR PURPOSES OF EFFICIENCY AND ECONOMY.

STUDIES AND PLANS	$ 3,600.00
INSPECTION	1,500.00
CONSTRUCTION	24,000.00
SUB-TOTAL	29,100.00
EQUIP. MOVING AND REINSTALLATION	2,000.00
NEW EQUIPMENT AND INSTALLATION	11,000.00
DISMANTLING AND DISPOSAL OF EXISTING RESERVOIR TANKS, ETC.	11,000.00
GRAND TOTAL	$53,100.00

J. CITY HALL, TAX COLLECTOR'S OFFICE, LICENSE DEPT. PROVISION OF FORCED AIR VENTILATION SYSTEM. INSTALLATION OF A SYSTEM FOR SUPPLYING VENTILATION AIR CONSISTING OF A SEPARATE AIR SUPPLY FAN AND ASSOCIATED DUCTWORK, GRILLS, FILTERS, ETC. THE LICENSE DEPARTMENT HAS 25 EMPLOYEES OCCUPYING 12,350 SQUARE FEET OF FLOOR SPACE WITHIN THE LARGER AREA OF THE TAX COLLECTOR'S OFFICE. THE EXISTING VENTILATION SYSTEM SERVING THE LARGER AREA DOES NOT PROVIDE AN ADEQUATE AIR SUPPLY TO THE LICENSE DEPARTMENT, WITH THE RESULT THAT ITS ATMOSPHERE IS STALE AND STUFFY. ALTHOUGH THE CONDITION CAN BE IMPROVED SOMEWHAT BY LEAVING THE ENTRANCE DOORS FROM THE ROTUNDA OPEN FOR VENTILATION, THIS MEANS FREQUENTLY CREATES COLD DRAFTS. IT IS NECESSARY THEREFORE TO SUPPLEMENT THE EXISTING VENTILATION SYSTEM. THE PROPOSED WORK WILL PROVIDE A HEALTHFUL AND COMFORTABLE ENVIRONMENT BOTH FOR THE EMPLOYEES OF THE LICENSE BUREAU AND FOR THE PUBLIC.

PLANNING	$1,000.00
CONSTRUCTION	6,400.00
INSPECTION	600.00
	$8,000.00

K. CITY HALL, ALTERATIONS TO TAX COLLECTOR'S OFFICE. MODERNIZATION OF ENTIRE OFFICE AREA, ELIMINATING [illegible] ISLAND [illegible] X 20'), REMOVING 15 FT. OF GLASS PARTITION AND RELOCATING CASHIERS' CAGES AND [illegible] ALTERATION TO LIGHTING SYSTEM. THE REMOVAL OF [illegible] REQUIRED TO ALLOW MORE PUBLIC WAITING AREA ESPECIALLY DURING TAX PAYING [illegible] AND THE REMOVAL OF GLASS PARTITION WILL [illegible] TO OPERATE IN A MORE EFFICIENT MANNER.
SPECIAL [illegible]

CONSTRUCTION	[illegible],700.00
INSPECTION	[illegible]
	$9,000.00

L. CITY HALL, ROOMS 411, 417, 418, 426 AND 429. AIR CONDITIONING OF 4TH FLOOR SUPERIOR COURT COURTROOMS, ON SOUTH SIDE OF CITY HALL. PROVISION OF AIR CONDITIONING EQUIPMENT OF 71 TON CAPACITY, COMPLETE WITH DUCTWORK, CONTROLS AND ASSOCIATED EQUIPMENT TO SERVE THE ABOVE 5 COURTROOMS. THE ONLY PRESENT MEANS OF COOLING AND VENTILATION OF THESE FIVE ROOMS IS THE OPENING OF SMALL WINDOWS FACING ONGVA STREET. THIS PROVIDES LITTLE AIR, AND TRAFFIC NOISES DISTURB COURT PROCEEDINGS. BECAUSE OUTSIDE AIR IN SUFFICIENT QUANTITY CANNOT BE PROVIDED, THE COURTROOMS BECOME STIFLINGLY HOT, PARTICULARLY IN SUMMER. ALTHOUGH AN INSULATING TILE CEILING WAS RECENTLY INSTALLED IN THE SKYLIGHT AREA OF EACH COURTROOM TO REDUCE THE AMOUNT OF SOLAR HEAT GAIN, THE AIR IN THE COURTROOMS IS STILL VERY STUFFY AND WARM WHEN THE COURT IS IN SESSION. INSTALLATION OF THE PROPOSED AIR CONDITIONING EQUIPMENT WILL PROVIDE FREEDOM FROM OUTSIDE NOISE AND WILL ELIMINATE THE EXISTING DISCOMFORT AND DISTRACTION DURING COURT PROCEEDINGS.

PLANNING	$ 7,000
CONSTRUCTION	102,200
INSPECTION	4,800
	$114,000

M. SUPERIOR COURTS, 4TH FLOOR, CITY HALL. ACOUSTICAL TREATMENT FOR FOUR COURT ROOMS. TO INSTALL APPROXIMATELY 2,000 SQUARE FEET OF ACOUSTICAL MATERIALS ON WALLS AND CEILING IN EACH OF FOUR COURT ROOMS. (TOTAL 8000 SQUARE FEET) THIS REQUEST IS TO COMPLETE THE ACOUSTICAL TREATMENT PROGRAM THAT STARTED A FEW YEARS AGO.

CONSTRUCTION	$ 8,500
PLANS AND STUDIES	1,000
INSPECTION	600
	$10,100

N. ROOM NO. 5, CITY HALL. ACOUSTICAL TREATMENT FOR WALLS AND CEILING. TO INSTALL 2100 SQUARE FEET OF ACOUSTICAL MATERIAL INCLUDING FURRING AND ADJUSTMENT OF CEILING LIGHTING FIXTURES, TOUCH-UP PAINTING, ETC. TO CORRECT ACOUSTICS IN THE ROOM AND IMPROVE OPERATION EFFICIENCY.

CONSTRUCTION	$ 2,500
PLANS AND DETAILS	400
INSPECTION	200
	$ 3,100

O. CITY HALL, CIVIL SERVICE EXAMINATION ROOM 10. PROVISION FOR HEATING VENTILATION AIR. INSTALLATION OF HEATING COILS, CONTROLS, AND DUCTWORK ALTERATIONS. ALTHOUGH THE EXISTING VENTILATION SYSTEM DO VIDES ADEQUATE OUTSIDE AIR, WHEN THE SYSTEM WAS INSTALLED FUNDS WERE NOT AVAILABLE TO PROVIDE A MEANS OF TEMPERING THE AIR. DURING THE WINTER MONTHS OUTSIDE AIR BROUGHT IN CREATES COLD DRAFTS. THE PROPOSED WORK WILL REMEDY THIS SITUATION AND CREATE A COMFORTABLE ENVIRONMENT.

PLANNING	$ 250
CONSTRUCTION	1,850
INSPECTION	150
	$ 2,250

P. REGISTRAR OF VOTERS OFFICE, CITY HALL. REMODELING FOR CIVIL SERVICE OF SPACES NOW OCCUPIED BY CENTRAL TABULATING BUREAU AND TRAFFIC FINES. REMODELING @ 2,500 SQ. FT. IN ABOVE SPACES. TRAFFIC FINES TO MOVE TO NEW HALL OF JUSTICE. CENTRAL TABULATING BUREAU TO BE RELOCATED IN AREA VACATED BY TRAFFIC FINES BUREAU. AREA VACATED BY CENTRAL TABULATING BUREAU TO BE REMODELED TO MEET THE NEEDS OF THE CIVIL SERVICE COMMISSION.

PLANS AND SPECIFICATIONS	$ 1,500
CONSTRUCTION	20,000
INSPECTION	1,000
	$22,500

Q. ROOM 206, CITY HALL. ALTERATIONS TO CITY ATTORNEY'S OFFICE. EXTENSION OF ROOM 206 TO INCLUDE ALL CORRIDOR SPACE OF SOUTHEAST QUADRANT IN TO BOARD OF PERMIT APPEALS, INCLUDING CONVERSIONS AND ALTERATIONS TO SUITABLE OFFICES AND LIBRARY AREA. TOTAL AREA INVOLVED IS APPROXIMATELY 2400 SQUARE FEET. INCREASE IN CITY'S LEGAL ACTIVITIES REQUIRES EXPANSION OF CITY ATTORNEY'S OFFICE.

CONSTRUCTION	$[illegible]
STUDIES AND PLANS	2,400
INSPECTION	1,000
	$3,400

R. CITY HALL, CITY ATTORNEY'S OFFICE AND LAW LIBRARY ROOM 206. PROVISION OF A TEMPERED AIR VENTILATION SYSTEM. INSTALLATION OF A SYSTEM FOR SUPPLYING TEMPERED OUTSIDE VENTILATING AIR, CONSISTING OF A HEATING COIL FILTERS AND APPURTENANCES, SUPPLY AND EXHAUST FANS, AND APPROXIMATELY 500 LINEAR FEET OF ASSOCIATED DUCTWORK, WITH GRILLES AND DAMPERS. THE ATTY. OFFICE AND LIBRARY OF THE CITY ATTORNEY OCCUPIES AN AREA OF 2160 SQUARE FEET, WHICH HAS NO OUTSIDE WINDOWS OR DOORS. THIS AREA IS OCCUPIED BY TEN REGULAR EMPLOYEES AND AS MANY AS FIFTEEN LAWYERS USING THE LIBRARY FACILITIES. THE WINDOW PANELS SHOWING AIR IN FROM THE HALLWAY, WHICH ARE THE ONLY MEANS OF VENTILATION AT PRESENT, ARE INADEQUATE FOR THE SERVICE AND THE AIR BECOMES STALE AND STUFFY IN THE AREA IN QUESTION. THESE CONDITIONS ARE NOT CONDUCIVE TO EFFICIENT WORK AND ARE PARTICULARLY UNSUITABLE FOR THE LEGAL RESEARCH DONE IN THE AREA BY BOTH CITY EMPLOYEES AND MEMBERS OF THE LEGAL PROFESSION. THE PROPOSED WORK IS REQUIRED TO PROVIDE A HEALTHFUL AND COMFORTABLE WORKING ENVIRONMENT FOR THOSE USING THIS AREA. BECAUSE OF LACK OF OUTSIDE WINDOWS OR DOORS, THERE IS NO OTHER MEANS OF REMEDYING THE PRESENT UNDESIRABLE SITUATION.

PLANNING	$ 1,150
CONSTRUCTION	10,900
INSPECTION	950
	$13,000

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department PUBLIC Works — By Bureau or Division GENERAL OFFICE — Appropriation Number 1.423 — Sheet Number C9 of C14 Sheets — Index Number 423

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	Budget: Salary Grd. No.	Budget: Number of Employees	Budget: Rate	Budget: Amount	As Revised (Or Modified) As Of May 31 Per: Date	As Revised (Or Modified) As Of May 31 Per: Number of Employees	As Revised (Or Modified) As Of May 31 Per: Rate	As Revised (Or Modified) As Of May 31 Per: Amount (Dollars Only)	Expenditures 1960-1961: Actual First 8 Months (Dollars Only)	Expenditures 1960-1961: Probable Last 8 Months (Dollars Only)	Expenditures 1960-1961: Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: OBJECT TYPE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Co. 3 and 6 (+) Increase (-) Decrease: Force	Comparison of Request With 1960-1961 Budget Co. 3 and 6 (+) Increase (-) Decrease: Amount	Recommended by Office, Board Commission or Department: Number of Employees C.	Recommended by Office, Board Commission or Department: Rate A.	Recommended by Office, Board Commission or Department: Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1													423	IMPROVEMENTS	PRIORITY													
2																												
3													423	GENERAL														
4													503.423	Inventory of Pacific Tel.&Tel. Plant & Map "Title to Streets"			-		-								
5	128				-					-	-	-	504.423	Ornamental Gateway to S.F. Chinatown			-		-								
6	-				-	SJV 1564 From Prior Year			7000 20000	306	34694	35000	507.423	Preliminary Plans-150 Otis-Space Allocation for Pub.Health, Public Welfare & Finance & Records	9	2500	2500		2500		CX	0						
7	-				-					-	-	-																
8													508.423	P.W.Garage-2350 19th Ave.-Additions & Alterations-Ext.of truck ports	10	14500	14500		14500		CX	0					
9					-					-	-	-	509.423	California- Kearny to Van Ness-Street Lights	5	89000	89000		89000		CX	C					
10					-					-	-	-	510.423	Broadway- Battery to Powell-Street Lights	6	53000	53000		53000		CX	C					
11	-				-					-	-	-	511.423	Kearny- Market to Columbus-Street Lights	7	61000	61000		61000		CX	C					
12	-				-					-	-	-	512.423	Lakeshore Dr.& Lake Merced Blvd-Installation of Luminaires	8	10700	10700		10700		CX	0					
13	-				-					-	-	-																
14	128				-				27000	306	34694	35000		TOTAL GENERAL		230700	230700		230700			0						
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A 150 OTIS STREET. PRELIMINARY STUDIES AND PLANS FOR SPACE ALLOCATION INVOLVING PUBLIC HEALTH DEPT., PUBLIC WELFARE DEPT. AND FINANCE AND RECORDS DEPT. ANALYSIS OF PRESENT AND FUTURE NEEDS OF THESE DEPARTMENTS AND PRELIMINARY PLANS FOR ALTERATIONS TO 150 OTIS STREET, AS SUGGESTED BY SUCH ANALYSIS. THREE DEPARTMENTS NOW USING 150 OTIS STREET ARE IN URGENT NEED OF EXPANSION. A STUDY IS NEEDED TO RESOLVE THE VARIOUS CONFLICTING REQUESTS FOR MORE SPACE. THE THREE DEPARTMENTS HAVE AGREED TO COORDINATE THEIR REQUESTS IN ACCORDANCE WITH SUCH AN ANALYSIS. FEDERAL AND STATE FUNDS MAY BE AVAILABLE FOR PUBLIC HEALTH AND PUBLIC WELFARE EXPANSION. ESTIMATED COST $2,500.00

C PUBLIC WORKS GARAGE, 2350 19TH AVENUE., SAN FRANCISCO. ADDITIONS AND ALTERATIONS, EXTENSION OF TRUCK PORTS. PROVIDE 3,125 SQ. FT. OF TRUSSED ROOF AS EXTENSION TO TRUCK PORT, PRECLUDING SKY-LIGHTING, ELEC. WORK, ETC., AS REQUIRED. PRESENT PORT AFFORDS COVER FOR 12 VEHICLES. THERE ARE NOW 24 VEHICLES STORED AT THIS SITE, 12 OF WHICH MUST BE LEFT OUT IN THE WEATHER WITH RESULTING DAMAGE TO BATTERIES, METAL AND OVERALL DETERIORATION. ESTIMATED COST $14,500.00

D CALIFORNIA STREET, KEARNY STREET TO VAN NESS AVENUE. STREETLIGHTING. APPROXIMATELY 88 ELECTROLIERS WITH CONNECTING CONDUIT AND CABLE. EXISTING ELECTROLIERS ARE SO DETERIORATED THAT THEY ARE UNSAFE AND SHOULD BE REPLACED. FURTHERMORE, THESE ELECTROLIERS ARE OBSOLETE, AND CANNOT ALEQUATELY LIGHT THE WIDE STREET. THE HEAVY TRAFFIC ON THIS STREET WARRANTS 1.0 FOOTCANDLES PER SQUARE FOOT, ACCORDING TO ILLUMINATION ENGINEERING SOCIETY STANDARDS. THE PRESENT LIGHTING IS APPROXIMATELY 0.08 FOOTCANDLES.

PLANNING	$ 4,450.00
CONSTRUCTION	81,030.00
INSPECTION	3,520.00
	$89,000.00

E BROADWAY, BETWEEN BATTERY AND POWELL STREETS. INSTALLATION OF STREETLIGHTING SYSTEM. INSTALL APPROXIMATELY 36 NEW MERCURY VAPOR STREETLIGHTS. THIS MAJOR THOROUGHFARE WHICH CONNECTS THE EMBARCADERO FREEWAY TO THE BROADWAY TUNNEL IS VERY POORLY LIGHTED BY 16-FOOT UPRIGHT ELECTROLIERS WHICH WERE INSTALLED IN 1938. THE CONDUITS AND FOUNDATIONS ARE OWNED BY THE CITY AND THE CABLES AND ELECTROLIERS ARE OWNED BY THE P.G.&E. COMPANY. THIS INADEQUATE EXISTING SYSTEM COSTS THE CITY $1360 PER YEAR. A MODERN COMPLETELY CITY-OWNED SYSTEM WOULD COST ONLY ABOUT $1050 PER YEAR AND WOULD PROVIDE A LEVEL OF ILLUMINATION CONSISTENT WITH THAT REQUIRED FOR TRAFFIC AND PEDESTRIAN SAFETY.

PLANNING	$ 3,350.00
CONSTRUCTION	46,650.00
INSPECTION	3,000.00
	$53,000.00

F KEARNY STREET BETWEEN MARKET STREET AND COLUMBUS AVENUE. INSTALLATION OF A STREETLIGHTING SYSTEM. INSTALL APPROXIMATELY 44 MERCURY VAPOR STREETLIGHTS. THIS MAJOR THOROUGHFARE IS VERY POORLY LIGHTED BY OBSOLETE P.G.& E. LUMINAIRES ON OLD TROLLEY POLES AND ORNAMENTAL STANDARDS. TWENTY-THREE PERCENT OF THE LIGHTS WERE INSTALLED IN 1918, 37% IN 1928, 32% IN 1933, AND ONLY 10% IN THE 27 YEARS SINCE 1933. THIS COMPLETELY INADEQUATE SYSTEM COSTS ABOUT $3350 PER YEAR. A NEW CITY-OWNED SYSTEM WOULD COST ONLY $1280 PER YEAR, AND WOULD PROVIDE ILLUMINATION LEVELS REQUIRED FOR THE PROPER WELFARE OF TRAFFIC AND PEDESTRIANS AND SIMILAR TO THE LEVELS PROPOSED IN THE ADJACENT GOLDEN GATEWAY REDEVELOPMENT AREA.

PLANNING	$ 3,450.00
CONSTRUCTION	54,550.00
INSPECTION	3,000.00
	$61,000.00

P LAKESHORE DRIVE AND LAKE MERCED BOULEVARD. INSTALLATION OF EXTENSIONS AND LUMINAIRES ON 6 EXISTING POLES, AND REMOVAL OF ABOUT 21 EXISTING POLES. EXTEND SIX EXISTING STANDARDS AND INSTALL MERCURY VAPOR LUMINAIRES. REMOVE ABANDONED POLES. THIS PROJECT WILL PROVIDE LIGHT FOR THREE MAJOR INTERSECTIONS BY MAKING USE OF EXISTING POLES, AND WILL PROVIDE FOR THE REMOVAL OF THOSE EXISTING POLES WHICH ARE PRESENTLY NOT IN USE AND ARE NOT REQUIRED FOR LIGHTING UNDER THIS PROJECT. THE EXISTING POLES, WHICH WERE INSTALLED IN 1930, WERE NEVER LIGHTED, AND IN THE SUBSEQUENT ELAPSED TIME HAVE BECOME BENT AND UNSIGHTLY.

PLANNING	$ 800.00
CONSTRUCTION	9,500.00
INSPECTION	400.00
	$10,700.00

CONTROLLER'S FORM No. 4310

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

990

Department PUBLIC WORKS — Bureau or Division GENERAL OFFICE — Appropriation Number 1.423 — Sheet Number C10 of C14 Sheets — Index Number 423

Line Number	Actual Expenditure 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Budget: Item No.	Number of Employees	Rate	Amount (Dollars Only)	Supplemental Appropriations or Modifications: Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961: Actual P-11 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	Departmental Budget Estimate for Fiscal Year 1961-1962: Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (−) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (−) Decrease: Amount	Recommended by Office, Board, Commission or Department: Number of Employees C.	Rate A.	Amount (Dollars Only) O.	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
1													423	IMPROVEMENTS		PRIORITY											
2																											
3																											
4													429	SEWERS													
5	-				-					-	-		509.429	S. Allaster St.-Van Ness to Octavia & Baker-Bay to Marina Blvd-Gunite	1		42000		42000			42000		R&A	42,000			
6	-				-	Ord. 532-60, 11/16/60 B.J.V. 1337			750	-	750	750	509.429	Sewer Easement in Property Fronting on Rolph Street			-		-			-						
7	40420				-						-	-	510.429	Guniting Old Brick Sewers			-		-			-						
8	4525				10000					-	10000	10000	511.429	Assessment Projects-City Aid	3		25000		15000			25000		CJI	0			
9	418				7500					-	7500	7500	514.429	Sewers in Front of Public Property	2		20000		12500			20000		CJJ	0			
10	-					From Prior Year			5366	20305	10061	15366	516.429	Guniting Old Brick Sewer 6-29th Street, Dolores to Sanchez			-		-			-						
11	45341				17500				11116	20305	26311	46616		TOTAL SEWERS			87000		69500			87000			42,000			
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BUDGET ESTIMATE INDEX NO. 423 OPPOSITE SHEET NO. C10 EXPLANATION SHEET 991

A McALLISTER STREET, VAN NESS TO OCTAVIA STREET
BAKER STREET, BAY STREET TO MARINA BOULEVARD. GUNITE MORTAR LINING APPLIED TO INTERIOR OF OLD BRICK AND CONCRETE SEWERS.
McALLISTER STREET 1440 LINEAL FEET 3'X5' BRICK SEWER $26,000.00
BAKER STREET 700 LINEAL FEET 5' DIAMETER CONCRETE SEWER $16,000.00
RECONDITIONING EXISTING OLD BRICK SEWERS WHICH HAVE LOOSE BRICKS AND ARE CRACKED, WORN, SAGGED OR VOID OF MORTAR IN JOINTS, ALSO OLD EXISTING CONCRETE SEWERS WHICH HAVE DETERIORATED AND IN WHICH REINFORCING STEEL IS EXPOSED. GUNITE MORTAR LINING APPLICATION IS NECESSARY TO PREVENT FURTHER DETERIORATION AND EVENTUAL COLLAPSE OF EXISTING SEWERS.

PLANNING	$ 3,200.00
CONSTRUCTION	36,000.00
INSPECTION	2,800.00
	$42,000.00

B. SEWERS IN ASSESSMENT PROJECTS - CITY AID, VARIOUS LOCATIONS. APPROXIMATELY 800 LINEAL FEET OF 12" OR 15" VCP SEWERS AND APPURTENANCES, AS NEEDED. TO ENABLE CITY TO PAY FOR ITS LEGAL PORTION OF NEW SEWERS CONSTRUCTED UNDER ASSESSMENT PROCEDURE IN ORDER TO REDUCE ASSESSMENTS TO LEGAL LIMITS AS PROVIDED BY THE CHARTER.

PLANNING	$ 1,900.00
CONSTRUCTION	21,300.00
INSPECTION	1,800.00
	$25,000.00

C. SEWERS IN FRONT OF PUBLIC PROPERTY; VARIOUS LOCATIONS. APPROXIMATELY 600 LINEAL FEET OF 12" OR 15" VCP SEWERS, AS NEEDED. CONSTRUCTION OF SEWERS IS NEEDED IN CONNECTION WITH STREET WORK IN FRONT OF CITY PROPERTY. TO ENABLE THE CITY TO MEET THE OBLIGATION FOR ITS SHARE OF THE COST IN STREET IMPROVEMENT ASSESSMENT PROJECTS INVOLVING CITY PROPERTY.

PLANNING	$ 1,500.00
CONSTRUCTION	17,000.00
INSPECTION	1,500.00
	$20,000.00

CONTROLLER'S FORM No. 4180

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

992

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number: C11 of C14 Sheets — Index Number: 423

Line Number	Actual Expenditures 1960 (1961) (Dollars Only)	FOR FISCAL YEAR 1960-1961 — DEPARTMENTAL APPROPRIATIONS AS NOW ADJUSTED — Number of Positions Authorized								ESTIMATED EXPENDITURES 1960-1961 — Actual First 6 Months (Dollars Only)	Estimated Last 6 Months (Dollars Only)	Estimated for Year (Dollars Only)	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 — Class Number of Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease — Force	Amount	Recommended by Office Board Commission or Department — Number of Employees C.	Rate A.	Amount (Dollars Only) O.	2) BUDGET as Recommended by the Mayor — Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board of Supervisors — Number of Employees	Rate	Amount	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													423	IMPROVEMENTS	PRIORITY													1
2																													2
3																													3
4													313	PUBLIC HEALTH ADMINISTRATION															4
5	-												500.513	Eureka-Noe Health Center	1		309350		309350			309350		C X	0				5
6													501.513	101 Grove St.- Alterations to 2nd floor	9		18600		18600			18600		C X	0				6
7	-												502.513	Conversion of Police Station to Health Center-2455 Greenwich	10		5500		5500			5500		C 34	0				7
8	-												503.513	Conversion of Police Station to Clinic- 360-4th Street	11		5500		5500			5500		C 33	0				8
9	-							From Prior Year	135			135	504.513	Shelving- Health Center Bldg. Room 100B			-		-			-							9
10	-												507.513	101 Grove St.- Auditorium egress & Misc. Alterations	13		19250		19250			19250		C X	0				10
11	-												508.513	Western Addition Health Center	17		203280		203280			203280		C X	0				11
12	-												509.513	101 Grove St.- Remodel exterior doors	14		7150		7150			7150		C X	0				12
13													511.513	101 Grove- Convert Women's Jail & Court to office use	16		5000		5000			5000		C X	0				13
14	-												521.513	Martin Richmond Health Center	35		208780		208780			208780		C X	0				14
15	-								14			14		TOTAL PUBLIC HEALTH ADMINISTRATION			782410		782410			782410			0				15
16																													16
17																													17
18													221	EMERGENCY HOSPITALS															18
19	-																												19
20	-												500.551	New Fifth Emergency Hospital	4		141680		141680			141680		C X					20
21														TOTAL EMERGENCY HOSPITALS			141680		141680			141680			0				21
22																													22
23																													23
24	-												221	HASSLER HEALTH HOME															24
25													500.553	Standby Generator Installation [illegible] Emergency	8		66000		66000			66000		C X					25
26													[illegible]	[illegible]	15		[illegible]		[illegible]			[illegible]		C X					26
27	[illegible]												[illegible]	[illegible]			[illegible]		[illegible]			[illegible]		RA-B					27
28	[illegible]												[illegible]	[illegible]			-		-			-							28
29														[illegible]			104400		104400			104400			X				29
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K HASSLER HEALTH HOME, REDWOOD CITY. STANLBY GENERATOR INSTALLATION CONSTRUCT 20' X 30' BUILDING AND INSTALL 200 KW, 3-PHASE, 208/120/ DIESEL ELECTRIC GENERATOR, CONTROL PANEL, AUTOMATIC POWER CHANGE-OVER SWITCH, STORAGE BATTERIES, ETC. PAST ELECTRICAL FAILURES HAVE LEFT THE HOSPITAL WITHOUT POWER FOR LIGHTS, BOILERS, ELEVATORS, REFRIGERATORS, ETC., FOR PERIODS UP TO FIVE HOURS. THE GENERATOR WILL FURNISH POWER FOR THE EMERGENCY OPERATION OF THIS EQUIPMENT.

PLANNING	$ 5,000.00
CONSTRUCTION	58,400.00
INSPECTION	2,600.00
	$66,000.00

L HASSLER HEALTH HOME, REDWOOD CITY. CONSTRUCTION OF EMERGENCY BOOSTER PUMP HOUSE CONSTRUCT STEEL PANEL BUILDING, FURNISH AND INSTALL PIPING, INSTALL CITY-FURNISHED PUMP. THE EXISTING ELECTRIC PUMPS FOR THE DOMESTIC WATER AND FIRE PROTECTION SYSTEM ARE INADEQUATE. WHEN ELECTRIC POWER IS NOT AVAILABLE, NO WATER CAN BE PUMPED FOR EMERGENCY USE IN CASE OF FIRE, OR FOR OTHER NECESSARY PURPOSES. A GAS-OPERATED PUMP, WITH A CAPACITY OF 200 GPM, WILL PROVIDE A SOURCE OF WATER DURING EMERGENCIES WHEN THE ELECTRIC POWER IS OUT OF SERVICE

PLANNING	$ 350.00
CONSTRUCTION	8,050.00
INSPECTION	600.00
	$9,000.00

M HASSLER HEALTH HOME, SAN MATEO COUNTY. REPAIR DAMAGE TO ROADWAY DRAINAGE CAUSED BY SLIDES, RESURFACE MAIN ROAD, SERVICE ROADS AND PARKING AREA LENGTH OF ROADWAYS, APPROXIMATELY 6000 FEET, WIDTH OF ROADWAYS, APPROXIMATELY 25 FEET TO PROVIDE FOR THE SAFETY OF THE PERSONNEL AND PATIENTS AT THE REMOTELY LOCATED HOME BY RE-ROUTING PART OF THE ROADWAY AWAY FROM A BAD SLIDE AREA AND BY KEEPING THE REMAINDER OF THE ROADWAY IN GOOD REPAIR, IN ORDER THAT INGRESS AND EGRESS TO THE HOME WILL NOT BE UNTAILED AND THAT COSTLY MAJOR REPAIRS BE MINIMIZED

PLANNING	$ 2,000.00
CONSTRUCTION	25,350.00
INSPECTION	2,050.00
	$29,400.00

A. 17TH STREET BETWEEN POR AND PROSPER. [illegible] HEALTH CENTER. STRUCTURE TO HAVE ABOUT 8500 SQ. FT. OF FLOOR AREA WITH PAVED YARD FOR OFF-STREET PARKING. TO PROVIDE PUBLIC HEALTH SERVICES FOR A COMMUNITY AREA. THIS BUILDING WILL HOUSE THE HEALTH FACILITY AND PROVIDE SPACE FOR DOCTOR'S OFFICES, PARENTS, CLASSES, PUBLIC HEALTH NURSING OFFICES, PART-TIME PHYSICIANS, CLERKS, COMMUNITY HEALTH INFORMATION MEETINGS, [illegible] AID SERVICES TO INCLUDE HEALTH EDUCATION, FAMILY SERVICES TO MATERNITY CASES, INFANTS AND SCHOOL CHILDREN, COMMUNICABLE DISEASE CONTROL, CHILD WELFARE, DENTAL SERVICES, AND MENTAL HYGIENE CONSULTATION

PROJECT COST	$289,800.00
STATE & FEDERAL SUBVENTION	124,380.00
SUBTOTAL	$165,420.00
EMERGENCY APPROPRIATION	43,400.00
TOTAL	$122,020.00

PRELIMINARY AND MISCELLANEOUS SITE	
SURVEY & SOIL INVESTIGATION	$ 9,000.00
CONSTRUCTION	224,400.00
PLANS & SPECIFICATIONS	17,900.00
INSPECTION	10,000.00
LAND	16,500.00
DEMOLITION & SITE CLEARANCE	12,000.00
	$289,800.00
EQUIPMENT	19,550.00
TOTAL	$309,350.00

B. 101 GROVE STREET, SAN FRANCISCO. ALTERATIONS TO SECOND FLOOR. TO PROVIDE ADEQUATE OFFICE FACILITIES FOR DIRECTOR AND STAFF OF MENTAL HYGIENE PROGRAM. ALTERATIONS INCLUDE REMOVAL OF PARTITIONS AND NEW INSTALLATION TO PROVIDE EFFICIENT ROOM LAYOUT FOR THE MENTAL HYGIENE STAFF, PROPER LIGHTING, VENTILATION, SPACE ARRANGEMENT AND FINISH IN KEEPING WITH THE PRESENT FINE INTERIOR SCHEME. THE ACQUISITION OF A DIRECTOR OF MENTAL HYGIENE AND THE STEP-UP OF THE ENTIRE MENTAL HEALTH PROGRAM WITH THE ADDITIONAL STAFF REQUIRES A LARGER AREA FOR OPERATION. THE AREA SELECTED IS NOW OCCUPIED BY COUNTERS AND VERY SMALL OFFICES. IT IS NECESSARY TO REMOVE THESE AND ENCLOSE CORRIDOR WALL, PROVIDED ALL NEW LIGHTING, FLOOR COVERING, ETC.

CONSTRUCTION	$16,000.00
ARCHITECTURAL SERVICES	1,600.00
INSPECTION	1,000.00
	$18,600.00

C. JUVENILE BUREAU POLICE DEPARTMENT, 2475 GREENWICH STREET. CONVERSION OF POLICE STATION FOR USE AS A HEALTH CENTER. PREPARATION OF PRELIMINARY PLANS AND ESTIMATE STUDIES, PLANS, AND ESTIMATES TO DETERMINE THE PRACTICABILITY OF CONVERSION OF THE POLICE STATION, WHICH WILL BE VACATED BY POLICE DEPT. SOON, FOR USE AS A HEALTH CENTER. STUDIES AND PRELIMINARY PLANS $5,500.00

D. SOUTHERN POLICE STATION, 360 4TH STREET (4TH & CLARA). CONVERSION OF POLICE STATION. PREPARATION OF PRELIMINARY PLANS AND ESTIMATE. STUDIES, PRELIMINARY PLANS AND ESTIMATES TO DETERMINE THE PRACTICABILITY OF CONVERSION OF THIS POLICE STATION, WHICH WILL BE VACATED BY POLICE DEPT. SOON, FOR USE AS CITY CLINIC (V.D.) AND PUBLIC HEALTH SUB-CENTER. ESTIMATED COST $5,500.00

E. 101 GROVE STREET. AUDITORIUM FLOORS AND MISCELLANEOUS ALTERATIONS, HEALTH BUILDING. PROVIDING PLATFORMS, RAMPS, STAIRWAYS, ETC., AS REQUIRED TO EFFECT A SECOND EXIT FROM THIRD FLOOR AUDITORIUM TO SIDEWALK. PRESENT SITUATION IS IN VIOLATION OF THE STATE AND LOCAL FIRE CODES.

STUDIES & PLANS	$ 1,650.00
CONSTRUCTION	16,500.00
INSPECTION	1,100.00
	$19,250.00

F. WESTERN ADDITION HEALTH CENTER. LOCATION TO BE DETERMINED. SITE AND BUILDING TO HOUSE IN ADDITION TO USUAL HEALTH CENTER FACILITIES: VENEREAL DISEASE CLINIC, DENTAL CLINIC, FOUR SANITARIANS' OFFICES, SEVEN PUBLIC HEALTH NURSES, [illegible] LAST YEAR THE POPULATION IN THIS AREA WAS 62,000 AND THE VENEREAL DISEASE RATE WAS THE HIGHEST IN THE CITY AREA NEEDS STRONG CENTER FOR [illegible] OF PREVENTIVE MEDICINE AND THE TEACHING OF SANITARY STANDARDS.

LAND ACQUISITION	$ 44,000.00
CONSTRUCTION	143,000.00
STUDIES AND PLANS	11,000.00
INSPECTION	5,280.00
	$203,280.00

G. PUBLIC HEALTH BUILDING, 101 GROVE STREET. REMODEL EXTERIOR DOORS TO PROVIDE FOR OUTWARD OPENING DOORS. REMODELING AT ENTRANCE TO PROVIDE PROPER OPENING DOORS AND EDUCATIONAL DISPLAYS. PRESENT ENTRANCE IMPEDES AND HAZARDOUS SINCE DOORS OPEN INWARD. DISPLAY SPACE NEEDED TO SHOW HEALTH POSTERS, ETC.

PLANS AND SPECIFICATIONS	$ 770.00
CONSTRUCTION	6,160.00
INSPECTION	220.00
	$7,150.00

H. PUBLIC HEALTH BUILDING, 101 GROVE STREET. WOMENS' JAIL AND COURT. PRELIMINARY SURVEY AND PREPARATION OF PRELIMINARY PLANS AND ESTIMATES TO CONVERT WOMEN'S JAIL AND COURT ROOMS TO OFFICE USE. STUDIES AND PRELIMINARY PLANS $5,000.00

I. MARINA-RICHMOND HEALTH CENTER. LOCATION TO BE DETERMINED. SITE AND BUILDING TO HOUSE NEW HEALTH FACILITY SOMEWHERE BETWEEN MARINA AND RICHMOND DISTRICTS, APPROXIMATELY 5,000 SQ. FT. SEMI FIREPROOF CONSTRUCTION. POPULATION LAST YEAR WAS IN EXCESS OF 120,000 PEOPLE IN THIS GENERAL AREA. THERE IS A SERIOUS NEED FOR THIS FACILITY.

LAND ACQUISITION	$ 49,500.00
CONSTRUCTION	143,000.00
STUDIES AND PLANS	11,000.00
INSPECTION	5,280.00
	$208,780.00

J. NEW PARK EMERGENCY HOSPITAL, SANTAN NEAR WALLER STREET. ONE-STORY CONCRETE BUILDING WITH SURGERY, OFFICES, MALE AND FEMALE WARDS, ETC. INCLUDE GARAGE, ETC. PRESENT BUILDING IS OBSOLETE, IS IN VIOLENT NEED OF REPAIR, ETC. SITE IS INADEQUATE TO HANDLE CASES OCCURRING IN THIS AREA. THE CLOSE PROXIMITY TO KEZAR STADIUM MAKES THIS A PARTICULARLY BUSY STATION.

STUDIES & PLANS	$ 9,900.00
DEMOLITION	5,500.00
CONSTRUCTION	121,000.00
INSPECTION	5,280.00
	$101,680.00

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

005

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number: 012 of 014 Sheets — Index Number: 423

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 4 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASSIFICATION OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Changes from 1961-1962 Budget (Col. 5 Basis): Decrease Items	Decrease Amount	Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET AS RECOMMENDED BY THE MAYOR: Number of Employees	Rate	Amount	(3) BUDGET AS ADOPTED BY BOARD OF SUPERVISORS: Number of Employees	Rate	Amount	Reasons for Changes	Line No.
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1														PRIORITY																1
2																														2
3																														3
4													555	LAGUNA HONDA HOME																4
5	17988			-					-	-	-		506.555	New Incinerator			-		-											5
6	-			-					-	-	-		508.555	Exterior Terrace-Building M & O			[illegible]		[illegible]										A	6
7	-			-					-	-	-		509.555	Development of North Parking Area			37[illegible]		37[illegible]										B	7
8	-			-					-	-	-		510.555	Alterations to 3 wards in Bldg. "A" & 3 in Bldg. "B"		12	1[illegible]		1[illegible]										C	8
9	-			-					-	-	-		511.555	Flow return in steam mains to Clarendon Hall from Power Plant		18	7100		7100										D	9
10	-			-					-	-	-		512.555	Furnish & install commercial washing machine in laundry		17	15000		15[illegible]										E	10
11	-			-					-	-	-		513.555	Ventilation & Sterilization of contaminated air in laundry		19	2[illegible]		2[illegible]										F	11
12	-			-					-	-	-		514.555	Site clearing of Old Incinerator		20	[illegible]		[illegible]										G	12
13	-			-					-	-	-		515.555	Modernization of men's dn. room & main dining room		21	20500		20500										H	13
14	-			-					-	-	-		516.555	Rehabilation of heating & ventilating system in Auditorium		22	3[illegible]		3[illegible]										I	14
15	-			-					-	-	-		517.555	Pedestrian walk from W. Olaida Ave.,		20	1[illegible]		1[illegible]										J	15
16	17988			-					-	-	-			TOTAL-LAGUNA HONDA HOME			3[illegible]		3[illegible]											16
17																														17
18																														18
19																														19
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35																														35

A. LAGUNA HONDA HOME, BUILDING H & I, EXTENSION TERRACE. TO PROVIDE FOR MORE CONVENIENT USE OF TERRACE AND AREA. REPAIRS TO PAVING, ADDITIONAL NEW BENCHES, A NEW STORAGE SHED FOR TERRACE FURNITURE, CURB EDGING TO LANDSCAPE AREA, AND WIDEN ROAD BETWEEN BUILDINGS H & D AND K & L.

PLANS AND SPECIFICATIONS	$ 1,500
CONSTRUCTION	14,000
INSPECTION	500
	$16,000

C. LAGUNA HONDA HOME, [illegible] A.E.A. [illegible] PROVIDE APPROXIMATELY 75 BADLY NEEDED [illegible] UPGRADE.

PLANS AND SPECIFICATIONS	$ 3,500
CONSTRUCTION	33,000
INSPECTION	1,100
	$37,600

BUILDINGS A AND D, LAGUNA HONDA HOME. ALTERATIONS TO THREE WARDS IN BUILDING A AND THREE WARDS IN BUILDING D. [illegible] OF BEDROOMS TO ONE NURSES' OFFICE AND ONE TREATMENT ROOM ADJOINING EACH 15-BED WARD. PROVISION OF MEDIAN WASHING FACILITIES IN UTILITY TOWER NO. 1 ADJOINING EACH 15-BED WARD. PROVISION OF ALUMINUM HANDRAILS AND VINYL WAINSCOTING IN CORRIDORS. TO CONFORM WITH STATE REQUIREMENTS FOR STATE AID AND LICENSING OF WARDS.

CONSTRUCTION	$116,200
STUDIES & PLANS	9,800
INSPECTION	3,000
	$129,000

D. [illegible] THE PLANT IN BUILDING A AND TO BUILDING D. [illegible] STEAM MAINS, VALVES, AND REPLACEMENT OF A STEAM FLOW [illegible] OF HEATING FUEL COSTS [illegible] THE STEAM FLOW CONTROL PANEL TO RECORD THE QUANTITY.

PLANNING	[illegible]
CONSTRUCTION	[illegible]
[illegible]	[illegible]
	$7,1[illegible]

E. [illegible] ON EXISTING SITE, [illegible] AND [illegible] AS DIRECTED BY THE SUPERINTENDENT OF [illegible].

PLANNING	$ 1,900
CONSTRUCTION	32,600
INSPECTION	500
	$35,000

F. [illegible] AND MAINTENANCE. THE ASSIGNMENT IS TO CONTROL [illegible] OF MOSQUITO PATHOGENIC [illegible]

PLANNING	$ 2,100
CONSTRUCTION	24,500
INSPECTION	3,400
	$30,000

G. [illegible] TO GRADE, DATE LEVELING AND [illegible] FOR [illegible]

PLANS AND SPECIFICATIONS	$ 1,000
CONSTRUCTION	6,750
INSPECTION	250
	$ 8,000

H. [illegible] AREAS WITH [illegible] TOILET FACILITIES AND [illegible] AREAS [illegible] IN THE DINING [illegible] TO PROVIDE SAFETY FOR INMATES.

CONSTRUCTION	$16,500
STUDIES AND PLANS	3,000
INSPECTION	1,000
	$ [illegible]

I. [illegible] LESS THAN [illegible] STOVES WITH [illegible]

PLANNING	$ [illegible]
CONSTRUCTION	[illegible]
INSPECTION	[illegible]
	$ [illegible]

J. LAGUNA HONDA HOME, PEDESTRIAN MALL. ESTABLISHMENT OF MALL AND APPROACH TO AND FROM MANSELL AVENUE AND LAGUNA HONDA HOME. PROVIDE RAMP AND PATHWAY, RAILING, AND LIGHTING FROM WOODSIDE AVENUE [illegible] TO LAGUNA HONDA HOME, TOGETHER WITH SHELTER AT WOODSIDE AVENUE IN ORDER TO OBTAIN EASY ACCESS FROM [illegible] STOP TO HOME.

PLANS AND SPECIFICATIONS	$ 1,[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
	$ [illegible]

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

997

Dept. Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1.423 — Sheet Number C13 of C14 Sheets — Index Number: 423

Line Number	Actual Expenditures 1958-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	III DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 8 and 9 (+) Increase (-) Decrease: Force	Amount	Recommended by the Mayor: Number of Employees	Rate	Amount	Budget Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Remarks	Key
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	
1													423	IMPROVEMENTS	FACILITY												1
2																											2
3																											3
4													557	SAN FRANCISCO GENERAL HOSPITAL													4
5				40000					40000	40000			502.557	Structural work 1 ward Buildings 20 & 30													5
6				18000					18000	18000			503.557	Sewer & Drain Chimney Repairs Sheet walls													6
7				15000					15000	15000			504.557	Isolation Building													7
8				-					-	-			505.557	Fire Alarm System			108000		108000		CW	100,000				A	8
9				-					-	-			506.557	Increase Facilities of Corridors Ph. I, IA, Ib, Ic			162000		162000		CJ	162,000				B	9
10				-					-	-			507.557	Sprinkler work in basement			90000		90000		CS	90,000				C	10
11				-					-	-			508.557	Corridor alterations-Ward Bldg. 20 - 3rd, 4th & 5th floors			6000		6000		CA	0				D	11
12				-					-	-			509.557	Temporary Pathology facilities on 2nd floor- Isolation Bldg.													12
13				-					-	-			510.557	New Pathological Building												E	13
14				-					-	-			512.557	Modernization ward bldg. 20												G	14
15				-					-	-			515.557	Delivery & Laboratory Floors													15
16	28441			-					-	-			519.557	Installation of Cobalt Unit		-	-		-		-						16
17			12	-					-	-			607 518.557	Exterior Fire Stairs													17
18	9265			-					-	-			607 519.557	Installation of Cobalt Unit			-		-		-						18
19	-			-	From	Prior	Year	16128	16128	-	16128		607 520.557	Connecting Corridors between Ward Bldgs. 30 and 40			-										19
20	47245			73000				16128	16128	73000	89128			TOTAL S.F. GENERAL HOSPITAL			1239900		1102900			972900					20
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EXPLANATION SHEET

A. SAN FRANCISCO GENERAL HOSPITAL. FIRE ALARM SYSTEM. TO PROVIDE ALARM BOXES AT STRATEGIC POINTS THROUGHOUT THE HOSPITAL. PURPOSE IS TO PROVIDE A FIVE-ALARM SYSTEM SATISFACTORY TO THE S.F. FIRE DEPARTMENT. NEW SYSTEM TO BE IN DIRECTLY WITH CITY CENTRAL FIRE ALARM SYSTEM THROUGH CODED BOX LOCATIONS

PLANS AND SPECIFICATIONS	$ 7,500.00
CONSTRUCTION	96,000.00
INSPECTION	4,500.00
	$108,000.00

B. SAN FRANCISCO GENERAL HOSPITAL. INCREASE STRUCTURAL STABILITY OF SURGERY BUILDINGS 1, 1A, 1B, 1C INSTALL CONCRETE SHEER WALLS IN ORDER TO REINFORCE THE BUILDING AGAINST LATERAL FORCES, AND RELATED GENERAL WORK. THE WORK IS REQUIRED IN CONFORMANCE WITH SECTION 260 OF TITLE 17, CALIFORNIA ADMINISTRATIVE CODE. STRUCTURAL SURVEY WAS REQUIRED BY STATE DEPT. OF PUBLIC HEALTH, AND THIS WORK HAS BEEN FOUND NECESSARY IN ORDER TO COMPLY WITH STATE HOUSING LAW.

PLANS AND SPECIFICATIONS	$ 12,500.00
CONSTRUCTION	143,000.00
INSPECTION	6,500.00
	$162,000.00

C. SAN FRANCISCO GENERAL HOSPITAL. SPRINKLER WORK IN BASEMENT AREAS AND PASSAGEWAYS. 80,000 SQ. FT. OF AREA BUILDINGS 1, 1A, 1B, 1C, 5, 6, 9, 80, 90 AND CONNECTING PASSAGEWAYS NOT PRESENTLY SPRINKLERED. REQUIRED BY THE SAN FRANCISCO FIRE DEPARTMENT.

PLANS AND SPECIFICATIONS	$ 6,500.00
CONSTRUCTION	81,000.00
INSPECTION	2,500.00
	$90,000.00

D. SAN FRANCISCO GENERAL HOSPITAL. WARD BUILDINGS 20, 3RD, 4TH, 5TH FLOORS, CORRIDOR ALTERATION. TO ALTER MAIN CORRIDOR OF WARD BLDG. 20 ON 3RD, 4TH & 5TH FLOORS WHERE LABORATORIES ARE BEING MOVED TO ACCOMMODATE NEW RADIATION THERAPY CORRIDOR BELOW IN 10 AND 20. UNDER ORIGINAL PLAN, THIS WORK WOULD HAVE BEEN DONE ON COMPLETION OF BUILDING 10. SINCE WE HAVE NO FUNDS FOR BUILDING 20 WE MUST MAKE SOME PROVISION FOR CLEANING UP THIS NEW CORRIDOR AREA. SHOULD MONEY BE APPROPRIATED FOR BUILDING 20, WE WILL NOT NEED THIS.

PLANS AND SPECIFICATIONS	$ 500.00
CONSTRUCTION	5,000.00
INSPECTION	500.00
	$6,000.00

E. SAN FRANCISCO GENERAL HOSPITAL. TEMPORARY PATHOLOGY FACILITIES ON SECOND FLOOR OF ISOLATION BUILDING. ALTERATIONS TO SECOND FLOOR AND BASEMENT AREAS TO PROVIDE ADEQUATE OFFICE AND LABORATORY SPACE, THREE TEMPORARY AUTOPSY ROOMS, ALL WITH ADEQUATE LIGHTING ON SECOND FLOOR AND STORAGE FACILITIES FOR CADAVERS IN BASEMENT. THE ABOVE WORK WILL PROVIDE ADEQUATE FACILITIES FOR THE TEMPORARY FUNCTION OF THIS PATHOLOGY DEPARTMENT. THE PRESENT BUILDING IS NOT IN ANY CONDITION TO PERFORM THESE FUNCTIONS AND WAS VACATED IN JULY 1960. IT WAS AGREED THAT THE DEPARTMENT OF PUBLIC WORKS WOULD PROVIDE TEMPORARY FACILITIES AS SOON AS POSSIBLE. MONEY WAS NOT ALLOWED IN 1960-61 BUDGET FOR THIS PURPOSE. AUTOPSY AND CADAVER STORAGE FUNCTIONS ARE NOW CARRIED ON IN OLD MORGUE BUT UNDER VERY POOR CONDITIONS. HOWEVER, AUTOPSY PROCEDURES MUST BE PERFORMED BY LAW.

CONSTRUCTION	$23,000.00
ARCHITECTURAL SERVICES	2,300.00
INSPECTION	2,000.00
	$27,300.00

F. SAN FRANCISCO GENERAL HOSPITAL. NEW PATHOLOGICAL BUILDING. PROVIDE A NEW PATHOLOGICAL BUILDING AT SAN FRANCISCO GENERAL HOSPITAL IN AREA DIRECTLY SO. OF PRESENT MORGUE BLDG., A LABORATORY BLDG., APPROXIMATELY 20,000 SQ.FT. GROSS FLOOR AREA. ON JUNE 20, 1960 DEFECTIVE PLUMBING RESULTED IN DAMAGE TO THE BUILDING AND ITS CONTENTS. ALTHOUGH THE PLUMBING WAS REPAIRED, THIS INCIDENT PROVED TO BE THE "LAST STRAW", AND THE PATHOLOGICAL SECTION MOVED OUT OF THE BUILDING AND HAS REFUSED TO RETURN SINCE THE 46 YEAR OLD BUILDING WAS OTHERWISE IN POOR CONDITION AND IS CONSIDERED INADEQUATE FOR PROPER HOSPITAL PATHOLOGICAL SERVICE. AT REQUEST OF DR. SOX A SUPPLEMENTAL APPROPRIATION FOR $559,000.00 WAS MADE FOR THE REHABILITATION OF THE BUILDING, THIS MONEY TO BE TAKEN FROM VARIOUS HOSPITAL CONSTRUCTION AND EQUIPMENT ACCOUNTS, ALL OF WHICH IS BADLY NEEDED FOR THE PURPOSE FOR WHICH IT WAS APPROPRIATED. HOWEVER, THE WORK ON THE MORGUE DEAL WAS HELD IN CHECK IN RETAIN THE PATHOLOGICAL SECTION IN, THUS RETAIN ACCREDITATION OF THE HOSPITAL, AND WAS CONSIDERED TO BE OF SUCH IMPORTANCE THAT IT SUPERCEDED THE OTHER EQUIPMENT. ON NOV. 16, 1960 THE FINANCE COMMITTEE DETERMINED THAT IN LIEU OF REHABILITATING THE OLD MORGUE, A NEW BUILDING SPECIFICALLY FOR PATHOLOGICAL SERVICE SHOULD BE BUILT, THE ESTIMATED COST OF WHICH IS AS FOLLOWS:

CONSTRUCTION	
PLANS & SPECIFICATIONS	$726,000.00
SITE PREPARATION, FILL PAVING, ETC.	58,000.00
PRELIMINARY & MISCELLANEOUS EXPENSE	5,000.00
INSPECTION	12,000.00
SUB-TOTAL	23,000.00
ESTIMATED COST OF TEMPORARY QUARTERS FOR PATHOLOGY	$824,000.00
	27,500.00
TOTAL	$851,500.00
AVAIL. OTHER SOURCES	559,000.00
	$292,500.00

A NEW APPROPRIATION HAS BEEN INITIATED REQUESTING $72,500.00 FOR PLANS AND SPECIFICATIONS FOR THE NEW MORGUE BUILDING; IT IS ASSUMED THAT EVENTUALLY THE ENTIRE $559,000.00 WILL BE APPROPRIATED FOR THE NEW PATHOLOGICAL BUILDING, AND THE BALANCE OF $292,500.00 SHOULD THEREFORE BE IN THE 1961-62 BUDGET AS A CAPITAL IMPROVEMENT.

G. SAN FRANCISCO GENERAL HOSPITAL, WARD BUILDING 70 - MODERNIZATION. MODERNIZE BASEMENT AND 4 FLOORS. TO CONTINUE MODERNIZATION OF MAIN WARD BUILDINGS. TWO OF FOUR BUILDINGS PRESENTLY COMPLETED

PLAN AND SPECIFICATIONS	$ 44,000.00
CONSTRUCTION	488,000.00
INSPECTION	18,000.00
	$550,000.00

BOND FUNDS INTENDED FOR THIS PROJECT WERE APPROPRIATED TO BLDG. 60, NOW UNDER CONSTRUCTION.

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: GENERAL OFFICE — Appropriation Number: 1,423 — Sheet Number: C14 , C14 — Index Number: 423

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. ____ Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget (Col. 6 plus Col. 9) Number	Amount	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
1													423	IMPROVEMENTS				PRIORITY								1
2																										2
3																										3
4													631	PUBLIC LIBRARY												4
5	-				95500					-	95500	95500	500,631	New Bayview Branch			-		-95500		-					5
6	2319				-	SJV 1564			13044	-	-	-	502,631	North Beach Branch Library			-		-		-					6
7	2607				-	From Prior Year			164349	6393	121000	177393	504,631	McCreery Branch Library			-		-		-					7
8	-				-					-	-	-	513,631	Architectural Program for Renovation of Library Properties	1		20000		20000		20000				A	8
9	-				-					-	-	-	514,631	New Branch Library - Excelsior District	2		190000		190000		190000				B	9
10	-				-					-	-	-	515,631	New Western Addition Branch Library	3		167000		167000		167000				C	10
11	-				-					-	-	-	516,631	Bernal Branch - Miscellaneous Fencing	4		1575		1575		1575				D	11
12	-				-					-	-	-	517,631	Richmond Branch - New Parking Area	5		9600		9600		9600				E	12
13	4926				95500				177393	6393	266500	272893		TOTAL - PUBLIC LIBRARY			388175		292625		388175					13
14																										14
15													715	PUBLIC UTILITIES-LIGHTING												15
16	-				-	From Prior Year			213617	-	213617	213647	503,715	Western Addition - Street Lighting			-		-		-					16
17	2816				-	From Prior Year			169734	-	169734	169734	504,715	Diamond Heights Redevelopment - Street Lighting			-		-		-					17
18	-				-	From Prior Year			5539	-	5539	5539	506,715	Golden Gate Heights-Aloha Ave. - Street Lighting			-		-		-					18
19	-				-	From Prior Year			25500	-	25500	25500	530,715	Third St. Channel to Alameda - Street Lighting			-		-		-					19
20	2816				-				414390	-	414390	414390		TOTAL - PUBLIC UTILITIES-LIGHTING			-		-		-					20
21																										21
22													815	EXHIBIT HALL												22
23	13572				-					-	-	-	508,815	Party Wall			-		-		-					23
24	13572				-					-	-	-		TOTAL - EXHIBIT HALL			-		-		-					24
25																										25
26																										26
27	793673				406450				2287829	119391	2574884	2694275		GROSS IMPROVEMENTS		7361015	8254565		7361015							27
28	8836				18971				15653	61294	-26685	34609		LESS-THIS. TO ARCHITECTURE		-	-18971		-							28
29	784832				387479				2272172	58097	2601569	2659666		NET - IMPROVEMENTS		7361015	8235594		7361015		1,500,200					29
30																										30
31																										31
32																										32
33																										33
34																										34
35																										35

OPPOSITE SHEET NO.

EXPLANATION SHEET

1000

A. MAIN LIBRARY AND BRANCHES THROUGHOUT THE CITY. OVERALL ARCHITECTURAL PROGRAMMING FOR RENOVATION OF LIBRARY PROPERTIES. IN CONFORMANCE WITH RECOMMENDATIONS BY CONSULTANT EMERSON GREENAWAY TO UTILIZE SERVICES OF AN ARCHITECT OR ARCHITECTS TO PREPARE A LONG RANGE PROGRAM FOR ENTIRE LIBRARY SYSTEM. TO IMPLEMENT SOME OF THE PRIMARY RECOMMENDATIONS OF MR. EMERSON GREENAWAY WHO SERVED THE CITY AS A LIBRARY CONSULTANT. THIS IS AN OBVIOUS FIRST STEP TO CHOOSE FUTURE DEVELOPMENT. ESTIMATED COST $20,000 00

B. NEW BRANCH LIBRARY FOR EXCELSIOR DISTRICT, VICINITY OF OCEAN AVENUE AND MISSION STREET. BUILDING TO BE OF WOOD FRAME CONSTRUCTION WITH BRICK OR STUCCO EXTERIOR, 5500 SQUARE FEET OF FLOOR AREA TO INCLUDE READING ROOM, BROWSING ROOM, ADULT AND CHILDREN'S READING AREAS, STAFF AND WORK ROOMS, ETC. PRESENT BRANCH LIBRARY IS IN SMALL RENTED QUARTERS AND IS BADLY OUTMODED AND INADEQUATE TO SERVE THIS THICKLY POPULATED DISTRICT.

CONSTRUCTION	$150,000.00
PLANS & STUDIES	10,500.00
INSPECTION	4,500.00
CONTINGENCY	25,000.00
	$190,000.00

C. NEW WESTERN ADDITION BRANCH LIBRARY, VICINITY OF GEARY AND SCOTT STREETS. BUILDING TO BE OF WOOD FRAME CONSTRUCTION WITH BRICK OR STUCCO EXTERIOR, 4500 SQUARE FEET OF FLOOR AREA TO INCLUDE READING ROOM, CHILDREN'S AREA, STAFF AND WORK ROOMS, ETC. PRESENTATION IN THE WESTERN ADDITION DISTRICT BEING REDEVELOPED, THE CITY PLANNING DEPARTMENT RECOMMENDS A NEW BRANCH LIBRARY TO SERVE THE AREA WHICH IS EXPECTED TO HAVE A RAPID GROWING POPULATION.

CONSTRUCTION	$135,000.00
PLANS AND STUDIES	10,800.00
INSPECTION	3,000.00
BUR. OF ARCHITECTURE	3,000.00
CONTINGENCY	15,200.00
	$167,000.00

D. ORINAL BRANCH LIBRARY, COLEMAN AVENUE AT ARGUELLO STREET. MISCELLANEOUS FENCING TO PROTECT SHRUBBERY AND BUILDING TO PROVIDE 200 LINEAL FEET OF CHAIN LINK FENCING ABOUT 4 FEET HIGH WITH GATE. TO PROTECT LANDSCAPING FROM DAMAGE BY VANDALS.

STUDIES AND PLANS	$ 300.00
CONSTRUCTION	900.00
INSPECTION	175.00
CONTINGENCY	200.00
	$1,575 00

E. RICHMOND BRANCH LIBRARY, 9TH AVENUE NEAR GEARY. NEW PARKING AREA REAR OF BUILDING TO PROVIDE APPROXIMATELY 11,000 SQ.FT. OF PARKING AREA AND DRIVEWAYS OF ASPHALT PAVING OVER CRUSHED ROCK, INCLUDING RETAINING WALLS AND CHAIN FOR DRIVEWAY ENTRANCES, CURBS, PAINT STRIPS, LIGHTING STANDARDS, DEMOLITION AND REMOVAL WORK, ETC. THE INCREASE IN POPULATION AND TRAFFIC IN THE DISTRICT HAS CAUSED A SHORTAGE OF STREET PARKING. CONVERTING THE 10TH AVENUE LAWN AREA (REAR OF BUILDING) INTO PARKING SPACE TO ACCOMMODATE 20 CARS WILL BE A CONVENIENCE TO THE READING PUBLIC.

STUDIES AND PLANS	$ 800.00
CONSTRUCTION	7,500.00
INSPECTION	450.00
CONTINGENCY	850.00
	$9,600.00

BUDGET ESTIMATE INDEX NO. 425 OPPOSITE SHEET NO. 1 **EXPLANATION SHEET** 1001

ESTIMATED WORK PROGRAM
1961-62
SEWAGE PUMPING STATION DIVISION
BUREAU OF SEWER REPAIR AND SEWAGE TREATMENT

P.A.E.
2-2-61

DISTRICTS AND STATIONS	DRAINAGE AREA ACRES	PERSONNEL OPERATING ENGINEERS	PERSONNEL JR. OPERATING ENGINEERS	PUMPINGS MILLION GALLONS SEWAGE PUMPED YEARLY 1956-57		1957-58		1958-59		1959-60		6 MONTHS 1960-61		ESTIMATED 1961-62		REMARKS
NORTH POINT DISTRICT	1370	1	7	2207		2569		2291		2316		1266		3430		
Commercial Street	93				301		376		303		306		165		305	
Fourth Street	138														1100	
Hyde Street	14				34		64		28		30		12		25	
Marina	1125				1872		2129		1960		1980		1089		2000	2.8 Jr. Operating Engineers Assigned Shifts
RICHMOND-SUNSET DISTRICT	589	1	2	540		587		681		679		318		670		
Fulton Street	82				38		53		44		45		31		50	
Lakeshore	152				115		171		128		132		66		140	
Park Merced	212				189		125		228		216		131		240	
Pinelake	3				3		5		4		4		2		5	
Sea Cliff #1	4				7		12		18		18		1		4	
Sea Cliff #2	84				93		123		168		174		51		171	
Vicente Street	52				95		98		91		90		36		90	
SOUTHEAST DISTRICT	797	1	1	328		656		1101		1095		672		1170		
Fitzgerald Avenue	30				8		17		14		15		21		50	
Hunters Point	90				63		125		117		120		59		120	
LaPlace Canyon	40				4											Dismantled 9-21-56
Mariposa Street	110				253		230		234		240		114		240	
Yosemite Avenue	527						214		237		220		428		766	Placed in Operation [illegible]
TOTALS	2756	3	10	3075		3812		4023		4090		2254		5270		

INDEX NO. 425 - D.P.W. - SEWAGE PUMPING STATIONS

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-60	1959-60
Permanent Salaries	11,438	19,401	18,561	28,266	27,497	29,260	28,852	29,362	33,946	35,482	39,653	52,131	60,649	64,448	74,101	76,585	78,36
Number of Employments	(6)	(6)	(6)	(7)	(7)	(7)	(8)	(8)	(8)	(8)	(8)	(10)	(12)	(12)	(13)	(13)	(13)
Allowance for Overtime	-	70	45	35	169	-	-	-	128	46	30	23	41	99	142	120	237
Holiday Pay	-	-	622	713	840	807	916	799	974	1,026	1,123	1,519	1,904	1,951	3,550	3,689	3,80
Temporary Salaries	237	131	198	943	1,165	1,048	1,138	1,154	1,823	1,207	1,396	1,196	1,722	1,900	2,524	2,466	2,467
Military Leave	129	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Maintenance & Repair of Auto. Equipment	-	240	202	248	426	204	194	251	269	111	137	131	220	185	200	133	13
Maint. & Repair of Buildings and Other Equipment	8,759	8,078	5,509	6,768	6,350	5,074	4,554	4,406	5,209	4,978	2,643	4,174	4,206	3,366	3,511	3,276	4,820
Heat, Light & Power	7,69,	8,477	10,716	10,283	10,362	10,446	10,353	11,226	12,630	13,476	14,018	15,796	15,724	15,923	16,846	19,564	21,466
Other Contractual Services	-	-		-	-	1,748	1,204	882	1,009	1,147	11,067	914	1,419	1,308	991	930	898
Replacement Parts	1,576	1,660	1,598	1,498	1,578	343	1,691	617	953	1,081	522	245	591	500	1,108	457	862
Fuels & Lubricants	98	100	115	139	171	174	186	193	204	210	291	358	409	419	432	399	351
Other Materials & Supplies	66	16	44	-	-	1,163	392	389	653	652	871	1,505	2,345	1,194	1,225	1,557	1,258
Equipment	2,022	2,582	1,528	504	742	336	543	1,643	-	3,667	5,742	417	630	815	31	-	1,438
Services of Other Departments	-	-	-	-	-	-	1,646	1,659	1,877	2,017	2,193	2,161	2,388	2,382	-	-	-
TOTAL	32,017	41,229	39,230	49,397	49,300	50,823	51,669	52,581	59,675	65,100	79,686	80,790	91,948	94,490	107,061	109,196	115,995

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1003

Dept. Inst. Board or Comm. No. 29 — PUBLIC WORKS — Bureau or Division SEWER PLANT & SEWAGE TREATMENT PLANT — Appropriation Number 1.425 — Sheet Number 1 of 4 Sheets — Index Number 425

SEWAGE PUMPING STATIONS

Line Number	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord Sec. No.	Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 8 (-) Decrease Force	Amount	Recommended by Off. or Board Commission or Department Number of Employees	Rate C. A. O.	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														RECAPITULATION															
2	(13) 22362		14		87404				-608	42543	44193	86736	110.000	PERMANENT SALARIES	14		88045		641	14		88045	14		92,488				
3	737				300					29	271	300	111.000	ALLOWANCE FOR OVERTIME			305		5			305			300				
4	3803				4115				-68	2631	1391	4022	112.000	ALLOWANCE FOR HOLIDAYS			4180		65			4180			4,180				
5	2467				2750					1168	1582	2750	120.000	TEMPORARY SALARIES			4078		1508			4000			2,250				
6	26209				32575					12608	19967	32575	200.000	CONTRACTUAL SERVICES			30290		-1285			30760			30,355				
7	898				1181					514	667	1181	203.000	USE OF EMPLOYEE'S CARS			1250		69			1250			1,250				
8	2491				2930					1093	1837	2930	300.000	MATERIALS AND SUPPLIES			3619		689			3589			2,930				
9	1439				220					246	-	246	400.000	EQUIPMENT			515		225			515			515				
10	115995		14		131545				-736	60832	69908	130740		GROSS BUDGET	14		133980		1437			133980	14		134,768				
11	13				175					48	127	175		TRANSFER TO PURCHASER-CONTRACTUAL			260		85			90			175				
12	351				430					177	253	430		TRANSFER TO PURCHASER - MATERIALS & SUPPLIES			401		-29			401			401				
13	1438				290					246	-	246		TRANSFER TO PURCHASER-EQUIPMENT			515		225			515			515				
14	1802				895					471	380	851		TOTAL TRANSFERS TO PURCHASER			1176		281			1146			1,091				
15	21466				27900					10504	17396	27900		TRANSFER TO UTILITIES			25680		-2220			25680			25,680				
16	23268				28795					10975	17776	28751		TOTAL TRANSFERS			26856		-1939			26826			26,771				
17	92727		14		102750				-736	49857	52132	101989		NET REQUEST	14		106124		3376			107758	14		107,997				
18																													
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20																													
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CONTROLLER'S FORM No. 4390

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1004

Department [illegible] Bureau or Division SEWER REPAIR & SEWAGE TREATMENT
SEWAGE PUMPING STATION

FISCAL YEAR 1961-1962

Appropriation Number 1.425

Sheet Number 2 of 4 Sheets

Index Number 425

No.	Actual Expenditures 1959-1960	Actual Expenditures 1960-1961 Budget Number of Employees	Actual Expenditures 1960-1961 Budget Rate	Actual Expenditures 1960-1961 Budget Amount	Appropriations 1960-1961 Number of Employees	Appropriations 1960-1961 Rate	Appropriations 1960-1961 Amount	Expenditures 1960-1961 Actual 9 Months	Expenditures 1960-1961 Probable Last 3 Months	Expenditures 1960-1961 Probable for Year	Class Number or Code	Class Title or Description	(1) Departmental Budget Estimate for Fiscal Year 1961-1962 Number of Employees	Rate	Amount	Comparison of Request With 1960-1961 Budget Cols. 1 and 5 (-) Decrease Force	Amount	(2) Budget as Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount	(2) Budget as Recommended by the Mayor Number of Employees	Rate	Amount	(3) Budget as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Ref.
1	No. of Employees 1959-60																	C.A.O.									
2											110.000	PERMANENT SALARIES															
3											1406C	Asst. Engr. I-Electrical	1	584 710	8520	-		1	584 710	8520	1	613 745	8,990				
4											0166	Jr. Operating Engineer	10	405 423	59509	641		10	405 493	59509	10	425 518	62,524				
5																												
6	(11)										0168	Operating Engineer	3	458 556	20016	-		3	458 556	20016	3	481 584	21,024				
7												TOTAL PERMANENT SALARIES	14		88045	641		14		88045	14		92,488				
8																												
9																												
10																												
11											111.000	ALLOWANCE FOR OVERTIME			305	5				305			300				8
12																												
13																												
14																												
15																												
16											112.000	ALLOWANCE FOR HOLIDAYS			4180	65				4180			4,180				C
17																												
18																												
19																												
20											130.000	TEMPORARY SALARIES																
21								-				Military Leave Relief			233	-				233			233				D
22	-			-				1160				Vacation Relief			3625	1108				3625			2,517				D
23	-			-				-				Sick Leave Relief			270	270				-							D
24								-				Holiday Relief, Etc.			150	150				142			0				D
25								1160				TOTAL TEMPORARY SALARIES			4278	1528				4000			2,750				
26																												
27																												
28																												
29																												
30																												
31																												
32																												
33																												
34																												
35																												

A ANNUAL SALARY INCREMENT.

B OVERTIME ALLOWANCE

FOR OVERTIME ESSENTIAL FOR EMERGENCIES WHICH OCCUR AFTER NORMAL WORKING HOURS FOR:

(a) ENGINEER IN CHARGE OF SEWAGE PUMPING STATIONS TO CHECK ABNORMAL CONDITIONS BEYOND THE SCOPE OF THE OPERATING PERSONNEL.

(b) AN OPERATOR TO CONTINUE ON NEXT SHIFT WHEN RELIEF DOES NOT REPORT FOR WORK.

(c) AN OPERATOR TO AS IST IN HANDLING UNFORSEEN OPERATING AND MAINTENANCE PROBLEMS WHICH CANNOT BE HANDLED ALONE BY THE OPERATOR ON SHIFT.

ESTIMATE $305.00

ESTIMATE:

(a) FOR ONE CLASS P-O-G ASS'T. I ENGINEER, ELECTRICAL BASED ON OVERTIME WORKED PER YEAR DURING PAST 5 YEARS.

PAST EXPERIENCE			
1959-60 - 16 HOURS			
1958-59 - 5 "			
1957-58 - 15 "			
1956-57 - 35 "			
*1955-56 - 68 "			
AVERAGE - 28 HOURS @ $6.15 PER HOUR =	$172.20	SAY	$ 175

* FOR THESE YEARS, TIME OFF WAS ALLOWED IN LIEU OF OVERTIME WORKED.

(b) FOR CLASS O.166.1 JR. OPERATING ENGINEER

2 STATIONS @ 4 MAN-HOURS PER STATION PER YEAR =		SAY	34
8 HOURS @ $4.27 PER HOUR =	$ 34.16		

(c) FOR CLASS O.168.1 OPERATING ENGINEER

10 STATIONS @ 2 MAN-HOURS PER STATION PER YEAR =			
20 HOURS @ $4.81 PER HOUR	96.20	SAY	96
TOTAL OVERTIME ALLOWANCE			$ 305

C HOLIDAY ALLOWANCE

SALARIES FOR SEWAGE PUMPING STATION PERSONNEL FOR 12 HOLIDAYS PLUS HOLIDAY ALLOWANCE FOR GOOD FRIDAY.

ESTIMATE 12 HOLIDAYS:

(a) CLASS O.168.1 OPERATING ENGINEER 29 MAN-DAY SHIFTS @ $38.50 PER MAN-DAY =	$1116.50	SAY	1117
(b) CLASS O.166.1 JR. OPERATING ENGINEER 86 MAN-DAY SHIFTS @ $34.14 PER MAN-DAY =	2936.04	SAY	2936

ESTIMATE 3/8 HOLIDAY (GOOD FRIDAY):

(a) 3 CLASS O.168.1 OPERATING ENGINEERS @ 3 HOURS EACH 1 - 1/8 MAN-DAY SHIFTS @ $38.50 PER MAN-DAY =	43.29	SAY SAY	43
(b) 5 CLASS O.166.1 JR. OPERATING ENGINEERS @ 3 HOURS EACH 1 - 7/8 MAN-DAY SHIFTS @ $34.14 PER MAN DAY =	64.05	SAY	64
(c) 1 CLASS P-O-C ASS'T. ENGINEER I, ELECTRICAL 3/8 MAN-DAY SHIFTS @ $49.17 PER MAN-DAY =	18.45	SAY	19
TOTAL HOLIDAY ALLOWANCE			$4179

- $4,180.00

D TEMPORARY SALARIES

TO PROVIDE SALARIES FOR TEMPORARY PERSONNEL FOR RELIEF DURING VACATIONS, SICK AND MILITARY LEAVES.

IT IS THE POLICY OF THIS BUREAU TO PROVIDE A RELIEF FOR EACH JUNIOR AND OPERATING ENGINEER ON SHIFT.

THE STATIONS AND DISTRICTS HAVE A MINIMUM OF EMPLOYMENTS NECESSARY FOR PROPER OPERATION AND MAINTENANCE. OPERATING WITH LESS THAN THIS NUMBER WILL MEAN RISKS, (a) EQUIPMENT MAINTENANCE WILL BE DEFERRED AND MIGHT RESULT IN BREAK-DOWN AND REDUCED LIFE, (b) LACK OF OPERATION MIGHT CAUSE DEPOSITS AND ODORS AND (c) BREAKDOWN OF AUTOMATIC EQUIPMENT MIGHT CAUSE A STATION TO BY-PASS WITH THE RESULTANT DISCHARGE OF RAW SEWAGE TO THE RECEIVING WATERS IN VIOLATION OF STATE LAW.

(CONTINUED)

ESTIMATE:

(1)	VACATION LEAVE RELIEF		
	(a) CLASS 0.168.1 OPERATING ENGINEER 3 @ 3 WEEKS NORMAL TIME = 9 WEEKS 9 WEEKS @ $116.54 PER WEEK = $1048.86		$ 1049
	(b) CLASS 0.166.1 JR. OPERATING ENGINEER 4 @ 3 WEEKS NORMAL TIME = 12 WEEKS 2 @ 3 WEEKS NORMAL TIME = 6 WEEKS 3 @ 3 WEEKS PREMIUM TIME = 9 WEEKS 18 WEEKS $93.46 PER WEEK = 1682.28 9 WEEKS 99.30 PER WEEK = 893.70		2576
(2)	SICK LEAVE BASED ON PAST EXPENDITURES		270
(3)	MILITARY LEAVE RELIEF: 1 CLASS 0.168.1 OPERATING ENGINEER (E. W. WHITEHEAD) 2 WEEKS @ $116.54 PER WEEK = 233.08		233
(4)	LEAVE WITHOUT PAY FOR LESS THAN PAYROLL PERIOD		150
	TOTAL TEMPORARY SALARIES		$ 4278

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1007

Department, Board or Commission: PUBLIC WORKS
Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT PLANT SEWAGE PUMPING STATIONS
Appropriation Number: 1.425
Sheet Number 3 of 4 Sheets
Index Number: 425

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 8 and 9 (—) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Bd. of Supervisors: Number of Employees	Rate	Amount	Reference Codes	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1													200.000	CONTRACTUAL SERVICES															1
2	13				175					48	127	175	216	Repairs to Auto Equip. P/S			260		85			230			175			A	2
3	4820				4500					2056	2444	4500	219	Maintenance & Repair of Equipment			4850		350			4850			4,500			B	3
4	21466				27900					10504	17396	27900	231	Heat-Light-Power P/U			25680		-2220			25680			25,680			C	4
5	26299				32575					12608	19967	32575		TOTAL CONTRACTUAL SERVICES			30790		-1785			30760			30,355				5
6	13				175					48	127	175		Transfer to Purchaser			260		85			230			175				6
7	21466				27900					10504	17396	27900		Transfer to Utilities			25680		-2220			25680			25,680				7
8	21479				28075					10552	17523	28075		TOTAL TRANSFERS			25940		-2135			25910			25,855				8
9	4820				4500					2056	2444	4500		NET CONTRACTUAL SERVICES			4850		350			4850			4,500				9
10																													10
11																													11
12																													12
13	898				1181					514	667	1181	203.000	ALLOWANCE FOR INCR. OF EMPLOYER'S CARE			1250		69			1250			1,250			D	13
14																													14
15																													15
16													300.000	MATERIALS AND SUPPLIES															16
17	1258				1500					694	806	1500	300.	Tools, Shop & Janitorial Supplies			1840		340			1750			1,500			E	17
18	882				1000					222	778	1000	303.	Replacement Parts			1370		370			1370			1,029			F	18
19	351				430					177	253	430	321.	Fuel & Lubricants P/S			401		-29			401			401			G	19
20	2491				2930					1093	1837	2930		MATERIALS AND SUPPLIES			3610		680			3520			2,930				20
21	351				430					177	253	430		Transfer to Purchaser			401		-29			401			401				21
22	2140				2500					916	1584	2500		NET MATERIALS AND SUPPLIES			3210		710			3120			2,529				22
23																													23
24																													24
25																													25
26																													26
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34																													34
35																													35

A AUTO MAINTENANCE & REPAIR

TO PROVIDE FOR MAINTENANCE AND REPAIR OF ONE CITY-OWNED AUTOMOBILE FOR ENGINEER IN CHARGE OF SEWAGE PUMPING STATIONS. AGE OF PRESENT VEHICLE 4 YEARS.

CHECK ESTIMATE IF COMPUTED BY MAYOR'S FORMULA.

600 MILES PER MONTH X 12 MONTHS = 7200 MILES
7200 MILES @ .0358 PER MILE = $257.76

SAY $260 - $ 260.00

B MAINTENANCE AND REPAIR OF EQUIPMENT

TO PROVIDE MAINTENANCE AND REPAIR OF EQUIPMENT AT 15 STATIONS BY PURCHASING DEPARTMENT MACHINISTS AND FOR CONTRACTUAL SERVICES BY OTHERS FOR MAINTENANCE AND REPAIR OF METERING EQUIPMENT. THE MAINTENANCE PROGRAM (a) INSURES LIFE OF EQUIPMENT, (b) ASSURES CONTINUOUS OPERATION, (c) PREVENTS SERIOUS DAMAGE TO STATIONS AND (d) PREVENTS OVERFLOW OF SEWAGE TO BAY AND OCEAN WATERS.

ESTIMATE $4,850 - 4850.00

ESTIMATE:

(a)	MISCELLANEOUS, UNFORSEEN AND URGENT REPAIRS OF EQUIPMENT FOR: 6 STATIONS @ 4 MAN-DAYS PER STATION = 24 MAN-DAYS 4 STATIONS @ 5 MAN-DAYS PER STATION = 20 MAN DAYS 4 STATIONS @ 2 MAN-DAYS PER STATION = 8 MAN DAYS 52 MAN-DAYS @ $47.50 PER MAN DAY (MATERIAL INCLUDED)	2,470
(b)	REPAIRS TO # 2 PUMP AT LAKESHORE 10 MAN-DAYS @ $47.50 PER MAN-DAY =	475
(c)	REPAIRS TO # 1 PUMP AT VICENTE STREET 10 MAN-DAYS @ $47.50 PER MAN-DAY	475
(d)	REPAIRS TO # 3 & #5 PUMPS AT MARINA 24 MAN-DAYS @ $47.50 PER MAN-DAY	1,140
(e)	REPAIRS TO METERING EQUIPMENT AT 5 STATIONS BY OTHERS: BASED ON PREVAILING RATES INCLUDING TIME AND MATERIAL	290
	TOTAL	$4,850

THE SUM OF $2340 IS REQUESTED FOR REPAIR OF SPECIFIC EQUIPMENT IN 1961-62. THIS IS A DECREASE OF $245 FROM THE COST OF REPAIR OF OTHER ITEMS SCHEDULED FOR 1960-61.

C HEAT, LIGHT AND POWER

TO PROVIDE FUNDS FOR ELECTRICAL HEAT, LIGHT AND POWER FOR 15 SEWAGE PUMPING STATIONS.

ESTIMATE:

BASED ON ESTIMATE SUBMITTED BY BUREAU OF HEAT, LIGHT AND POWER, P.U.C. - 25680.00

D CONTRACTUAL - AUTOMOBILE ALLOWANCE

FOR THE USE OF 3 EMPLOYEES CARS FOR HAVING SUPERVISION AND MAINTENANCE ASSIGNMENTS FOR 15 STATIONS AS NO CITY VEHICLES AVAILABLE.

1 CAR @ 320 MILES PER MONTH X 12 MONTHS = 3840 MILES
1 CAR @ 330 MILES PER MONTH X 12 MONTHS = 1960 MILES
1 CAR @ 390 MILES PER MONTH X 12 MONTHS = 4680 MILES

TOTAL 1040 MILES PER MONTH X 12 = 12,480 MILES PER YEAR

12,480 miles @ .10 PER MILE = $1248

SAY $1250

ESTIMATE $1250 - 1250.00

E TOOLS, SHOP AND JANITORIAL SUPPLIES

TO PROVIDE MISCELLANEOUS SMALL TOOLS, SHOP AND JANITORIAL SUPPLIES FOR 15 SEWAGE PUMPING STATIONS.

TOOLS
SMALL TOOLS 160.00

(CONTINUED)

SHOP SUPPLIES			
ELECTRICAL	$ 352		
MECHANICAL	335	$	
MISCELLANEOUS	50		
OTHERS	156		
SAFETY	60		
STRUCTURAL	283	1236	
JANITORIAL SUPPLIES			
CLEANING IMPLEMENTS	72		
CLEANERS, DISINFECTANTS, INSECTICIDES & SOAPS	249		
MISCELLANEOUS	30		
PAPER CUPS, TISSUES & TOWELS	45		
WATER (DRINKING)	48	444	
		$1,840	

OF THE $1840 REQUESTED FOR SHOP AND JANITORIAL SUPPLIES, THE SUM OF $411 FOR SHOP AND $168 FOR JANITORIAL SUPPLIES ARE REQUIRED TO BRING INVENTORY TO STOCK LEVEL. THE BALANCE OF $1261 IS FOR NORMAL YEARLY REQUIREMENTS.

ALL SUPPLIES LISTED ARE ESSENTIAL FOR CONTINUED OPERATION. SOME PURCHASES WILL BE DEFERRED BECAUSE OF REDUCED APPROPRIATION IN 1960-61. THIS MIGHT RESULT IN NOT BEING ABLE TO DO ESSENTIAL WORK BY OPERATING PERSONNEL AND WILL INCREASE THE OVERALL COST OF OPERATION.

F REPLACEMENT PARTS

TO PROVIDE NECESSARY PARTS FOR ELECTRICAL AND MECHANICAL EQUIPMENT WHICH ARE SPECIAL TO THE PARTICULAR ITEMS AND CANNOT BE READILY OBTAINED FROM LOCAL STOCK ON SHORT NOTICE. IT IS NECESSARY TO HAVE THE FOLLOWING PARTS IN ADDITION TO PRESENT STOCKS TO ASSURE CONTINUOUS OPERATION.

ELECTRICAL			
CONTROLS	$ 104		
HEATING	150		
METERING	64		
MISCELLANEOUS	25		
STARTING EQUIPMENT	186		
SWITCHGEAR	50		
VALVES	37	616	
MECHANICAL			
MISCELLANEOUS	50		
VALVES	317		
VALVE PARTS	395	762	
TOTAL		1,378	- $1,378.00

ALL SUPPLIES LISTED ARE ESSENTIAL FOR CONTINUED OPERATION. SOME PURCHASES WILL BE DEFERRED BECAUSE OF REDUCED APPROPRIATIONS IN 1960-61. THIS MIGHT RESULT IN NOT BEING ABLE TO KEEP EQUIPMENT OPERATING AND MAY INCREASE THE COST BECAUSE OF EMERGENCY REPAIRS.

G FUELS & LUBRICANTS

TO PROVIDE FUEL AND LUBRICANTS FOR ONE AUTOMOBILE AND ONE AUXILIARY GASOLINE ENGINE DRIVEN PUMP, AND FOR LUBRICANTS AND CLEANING SOLVENTS FOR MOTORS, PUMPS AND OTHER AUXILIARY EQUIPMENT.

ESTIMATE

(1)	FOR ONE AUTOMOBILE (COMPUTED BY MAYOR'S FORMULA)		
	5000 MILES @ 2 CENTS PER MILE =	100	
(2)	FOR COMMERCIAL STREET AUXILIARY GASOLINE DRIVEN PUMP		
	600 GALS. @ 20¢ PER GALLON =	120	
(3)	FOR LUBRICANTS AND CLEANING SOLVENTS FOR PUMPS, MOTORS AND AUXILIARY EQUIPMENT AT 15 STATIONS		
	(a) LUBRICANTS (OIL) FOR 20 PUMPS - 190 GALS. @ 55¢ PER GALLON =	105	
	(b) LUBRICANTS (GREASE) FOR 20 PUMPS - 20 LBS. @ 40¢ PER POUND =	8	
	(c) SPECIAL LUBRICANTS FOR 120 PIECES OF AUXILIARY EQUIPMENT - 30 GALS. @ $1.00 PER GALLON =	30	
	(d) CLEANING SOLVENT FOR 15 STATIONS - 126 GALS. @ 30¢ PER GALLON =	38	
		401	- 401.00

CONTROLLER'S FORM No. 4310

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1010

Department Board or Commission PUBLIC WORKS — Bureau or Division SEWER REPAIR & SEWAGE TREATMENT PLANT SEWAGE PUMPING STATIONS — Appropriation Number 1.425 — Sheet Number 4 of 4 Sheets — Index Number 425

Line Number	Actual Expenditures 1960 1961 (Dollars Only)	FISCAL YEAR 1960 1961 BUDGET Salary Standardization Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960 1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 5 and 8 (—) Decrease Force	Amount	Recommended by Office Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Increase or Decrease
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C.A.O. 21	22	23	24	25	26	27	28
1	1438				290				-	246	-	246	400.000	EQUIPMENT					- 290									
2																												
3														NEW														
4													426	ALUMINUM 4-24' Extension Ladders			280		260			280			280				A
5													454	2 - Hand Trucks			60		60			60			60				F
6														REPLACEMENT														
7													422	1 - Drill Press & Stand			175		175			175			175			
8	1438				290				-	246	-	246		TOTAL EQUIPMENT			515		225			515			515			
9	1438				290				-	246	-	246		Transfer to Purchaser			515		225			515			515			
10	-				-				-	-	-	-		NET EQUIPMENT			-		-			-			-			
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SEWAGE PUMPING STATIONS - CURRENT AND PRIOR YEARS EQUIPMENT

FISCAL YEAR 1959 - 60		
O. E.	DESCRIPTION	ACTUAL EXPENDITURES
456	1 Automobile	$ 1438.00

FISCAL YEAR 1960 - 61		BUDGET	ACTUAL	PROBABLE
O. E.	DESCRIPTION	ALLOWANCE	EXPENDITURES	EXPENDITURES
	Replacement			
426	3-24' Ext.Ladders	$210.00	$200.00	$200.00
454	2 Hand Trucks	$ 80.00	46.00	46.00
	TOTALS	$290.00	$246.00	$246.00

A EXTENSION LADDERS

TO FACILITATE MAINTENANCE AND REPAIR OF STATIONS' STRUCTURES AND CLEANING OF STATIONS' SUMPS.

THIS REQUEST IS ESSENTIAL TO ELIMINATE POTENTIAL SAFETY HAZARDS AND TO FACILITATE PERSONNEL'S ACCESS TO DEEP SUMP AREAS FOR EXPEDITING CLEANING OPERATIONS

ESTIMATE:

4 - 24 FOOT ALUMINUM EXTENSION LADDERS AND LADDER LEVELS @ $70 each $ 280 - $ 280.00

B HAND TRUCKS

TO HANDLE AND TRANSPORT HEAVY EQUIPMENT AND MATERIAL.

THIS REQUEST IS ESSENTIAL TO ELIMINATE POTENTIAL HAZARDS AND PREVENT INJURY TO PERSONNEL WHILE HANDLING AND TRANSPORTING HEAVY EQUIPMENT.

ESTIMATE:

2 HAND TRUCKS @ $30 each $60 - 60.00

C DRILL PRESS AND STAND

FOR USE IN DRILLING HEAVY CASTINGS AND METAL.

WHILE THIS ITEM IS TECHNICALLY CLASSED AS NEW EQUIPMENT, IT IS ACTUALLY A REPLACEMENT IN THAT IT IS TO REPLACE A DRILL PRESS AND STAND WHICH A STORAGE SECTION OF OUR STATIONS WAS BURGLARIZED. THE MATTER WAS REPORTED TO THE POLICE DEPARTMENT IN TACOMA REPORT # 590903 DATED JUNE 8, 1960 AND THE PURCHASER OF SUPPLIES HAS BEEN REQUESTED TO HAVE THE ITEM REMOVED FROM OUR INVENTORY.

ESTIMATE:

1 HEAVY DUTY DRILL PRESS AND STAND $175 - 175.00

BUREAU OF SEWER REPAIR & SEWAGE TREATMENT
SEWAGE TREATMENT DIVISION
QUANTITIES OF SEWAGE & SLUDGE TREATED

AVERAGE FLOW (IN MILLIONS OF GALLONS PER DAY)

	NORTH POINT		RICHMOND-SUNSET		SOUTHEAST		TOTAL	
FISCAL YEAR	TOTAL	DRY WEATHER	TOTAL	DRY WEATHER	TOTAL	DRY WEATHER	TOTAL	DRY WEATHER
1955-56	43.4	39.6	13.1	13.4	16.5	14.9	73.0	67.9
1956-57	44.2	40.4	13.9	14.1	17.3	16.2	75.4	70.7
1957-58	46.7	42.1	13.6	13.7	21.6	20.5	81.9	76.3
1958-59	44.9	43.3	14.9	15.0	17.4 (B)	17.3 (B)	77.2 (B)	75.6 (B)
1959-60	47.0	44.8	14.5	15.0 (C)	16.4 (D)	15.8 (D)	77.9	75.6 (C,D)
1960-61 (A)		45.1		15.0		15.8		75.9
1961-62 (A)		52.0		15.0		15.8		82.8

RAW SLUDGE DRY SOLIDS COLLECTED (IN THOUSANDS OF POUNDS PER DAY)

1955-56	77.6 (F)	18.7	36.4 (E,F)	132.7 (E,F)
1956-57	93.4	22.9 (E)	39.6 (E)	155.9 (E)
1957-58	89.6 (F)	18.9 (E)	42.3 (E)	150.8 (E,F)
1958-59	67.4 (G)	20.0 (C)	42.3 (E)	129.7 (C,E,G)
1959-60	67.5	20.1	40.1 (E)	127.7 (E)
1960-61 (A)	68.0	20.1	40.1 (E)	128.2 (E)
1961-62 (A)	78.3	20.1	40.1 (E)	138.5 (E)

(A) ESTIMATED.
(B) REDUCED BY CONTROL OF BAY WATER INFLOW.
(C) ELIMINATING DAYS IN WHICH FLOW WAS BY-PASSED BECAUSE OF MECHANICAL DIFFICULTIES.
(D) REDUCED BY CONTROL OF RECIRCULATED FLOW AND DECREASE IN INDUSTRIAL WASTES FLOW.
(E) ESTIMATED. DIRECT MEASUREMENT IMPOSSIBLE DUE TO RECIRCULATING SLUDGE LOAD.
(F) UNUSUALLY HEAVY STORMS CAUSED BY-PASS OF LARGE QUANTITIES OF SOLIDS CAUSING REDUCTION OF SOLIDS IN SPITE OF INCREASED FLOW.
(G) INERT INORGANIC PORTION REDUCED WITHOUT CHANGE IN ORGANIC PORTION BY CONTROL OF INORGANIC INDUSTRIAL WASTES.

THE FOLLOWING BUDGET ITEMS ARE MORE OR LESS DIRECTLY AFFECTED BY AN INCREASE IN SEWAGE FLOW:

219. MACHINERY AND EQUIPMENT MAINTENANCE AND REPAIR. (WEAR AND TEAR ON PUMPING AND SCREENING EQUIPMENT.)
231. HEAT, LIGHT AND POWER (PUMPING COSTS).
303. REPLACEMENT AND SPARE PARTS (PUMPING AND SCREENING EQUIPMENT).
361. PLANT CHEMICALS (CHLORINE).

THE FOLLOWING ITEMS ARE MORE OR LESS DIRECTLY AFFECTED BY AN INCREASE IN SLUDGE SOLIDS HANDLED:

110. PERMANENT SALARIES (LONGER HOURS OF OPERATION OF FILTERING EQUIPMENT).
111. OVERTIME ALLOWANCE (ADDITIONAL PERMANENT SALARY EXPENDITURES).
112. HOLIDAY ALLOWANCE (" " " ").
120. TEMPORARY SALARIES (" TEMPORARY SALARY EXPENDITURES).
216. MAINTENANCE AUTO EQUIPMENT (MORE FILTER CAKE FROM RICHMOND-SUNSET).
219. MACHINERY AND EQUIPMENT MAINTENANCE AND REPAIR (WEAR AND TEAR OF SLUDGE COLLECTING, PUMPING AND FILTERING EQUIPMENT).
231. HEAT, LIGHT AND POWER (POWER FOR COLLECTING, PUMPING AND FILTERING SLUDGE).
301. TIRES AND AUTO SUPPLIES (MORE FILTER CAKE FROM RICHMOND-SUNSET).
303. REPLACEMENT AND SPARE PARTS (SLUDGE COLLECTING, PUMPING AND FILTERING EQUIPMENT).
321. FUELS AND LUBRICANTS (LUBRICATION OF SLUDGE HANDLING EQUIPMENT AND TRUCK MILEAGE FOR FILTER CAKE FROM RICHMOND-SUNSET).
361. PLANT CHEMICALS (FERRIC CHLORIDE).

EXPLANATION SHEET

427
INDEX NO. NY.01 D.P.W. SEWAGE & WASTE TREATMENT PLANTS

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	39,599	45,048	46,679	54,324	55,960	62,024	64,069	77,658	257,028	366,140	426,566	439,202	460,583	496,670	539,104	549,567	562,834
Number of Employments	(14)	(14)	(14)	(14)	(14)	(14)	(16)	(84)	(87)	(87)	(88)	(88)	(88)	(88)	(92)	(92)	(92)
Allowance for Overtime	24	395	43	34	145	45	67	20	187	572	833	574	562	1,166	1,283	1,167	1,033
Holiday Pay	-	-	829	931	904	989	1,108	1,053	2,905	5,640	6,961	7,321	7,717	8,635	14,729	15,349	16,154
Overtime-Extended Work Week																	2,906
Temporary Salaries	748	2,095	2,382	3,109	4,255	4,160	1,631	2,018	2,501	12,735	14,079	16,210	17,440	22,225	24,656	21,930	22,834
Wages	7,562	6,210	6,573	9,403	11,071	12,292	13,547	16,185	39,902	61,319	68,659	72,190	77,148	80,171	86,712	92,752	96,853
Number of Employments	(4)	(3)	(3)	(3)	(3)	(3)	(3)	(8)	(14)	(14)	(14)	(14)	(14)	(14)	(14)	(14)	(14)
Maintenance & Repair of Buildings	-	-	-	-	-	5,401	8,071	7,566	19,579	34,912	22,758	-	-	-	-	-	-
Maintenance & Repair of Auto.Equipment	207	178	529	360	704	330	911	532	992	670	865	1,214	1,450	1,967	2,089	3,485	3,450
Heat, Light & Power	9,487	10,056	10,757	11,283	10,147	12,619	13,957	15,489	55,673	103,969	107,745	116,636	128,330	121,822	12-,881	120,563	127,971
Other Contractual Services	10,116	11,692	11,202	12,747	10,711	6,677	9,048	9,204	23,588	35,370	45,067	41,869	43,500	44,303	52,053	56,266	56,127
Replacement of Spare Parts	(A)	(A)	(A)	(A)	(A)	1,832	309	5,582	4,609	13,634	16,612	15,013	14,040	18,762	22,296	19,494	25,267
Plant & Shop Supplies	(A)	(A)	(A)	(A)	(A)	3,124	2,106	10,407	8,577	13,534	13,894	10,873	9,613	11,063	11,769	10,904	11,142
Fuels & Lubricants	469	448	331	288	498	426	709	1,077	1,188	2,322	2,506	2,204	2,260	1,995	2,801	2,367	2,595
Plant Chemicals	13,153	(A)	(A)	(A)	(A)	17,521	19,980	20,596	46,497	89,175	87,328	88,912	95,022	105,914	108,436	121,007	101,215
Laboratory Supplies	(A)	(A)	(A)	(A)	(A)	496	341	3,699	4,943	2,663	1,701	2,055	2,947	2,573	3,137	1,731	2,911
Other Materials & Supplies	151	69	216	36	(A)	869	190	2,896	1,603	2,760	2,437	2,446	2,385	4,187	2,989	2,183	3,438
Equipment	1,074	1,837	1,605	1,007	160	35	456	29,075	12,917	26	6,425	2,344	1,191	2,799	9,163	6,773	1,295
TOTAL	87,995	97,616	101,572	112,484	117,636	138,840	136,500	203,257	482,689	745,741	824,436	819,003	864,248	924,252	1,004,098	1,027,543	1,038,025

(A) Total 4,418 | (A) Total 19,188 | (A) Total 20,456 | (A) Total 18,967 | (A) Total 23,281

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1015

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT PLANT SLUDGE & WASTE TREATMENT DIVISION — Appropriation Number: 1,4,7 — Sheet Number 1 of 5 Sheets — Index Number 4.7

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number by Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Increase (+) Decrease (-) Number	Comparison of Request With 1960-1961 Budget Increase (+) Decrease (-) Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR Number of Employees	Rate	Amount	(3) BUDGET AS ADOPTED BY BOARD OF SUPERVISORS Number of Employees	Rate	Amount	Reference Index	Line No.
1														RECAPITULATION												1
2	(92) 562834		92		672218				-9593	292366	320252	612618	110.000	PERMANENT SALARIES	87		590[illegible]	-5	-31,9[illegible]	87		5[illegible]	87		5[illegible]		2
3	1033				1225					370	855	1225	111.000	ALLOWANCE FOR OVERTIME			1000		[illegible]			1[illegible]			1[illegible]		3
4	16154				17995					13512	6305	19817	112.000	ALLOWANCE FOR HOLIDAY			1[illegible]		-[illegible]			1			1[illegible]		4
5	2906				3075					1[illegible]	1[illegible]	3[illegible]	11[illegible]	[illegible] SALARIES-[illegible] WORK			3138		63			3138			[illegible]		5
6	-				-					-	-	-	118.000	ALLOWANCE FOR MAINT. & REPAIR CRAFTS			9315		9315			-					6
7	22834				24500					9850	14650	24500	120.000	TEMPORARY SALARIES			24817		317			24817			[illegible]		7
8	96853		14		105461					53559	52622	106181	130.000	WAGES	13		103658	-1	[illegible]	13		103658	13		10[illegible]		8
9	187161				208852					97672	117291	214963	200.000	CONTRACTUAL SERVICES			222038		16572			22[illegible]			2[illegible]		9
10	387				600					225	375	600	203.000	USE OF EMPLOYEE'S CAR			600		-			600			[illegible]		10
11	146568				162150					64426	97724	162150	300.000	MATERIALS AND SUPPLIES			180684		18534			18069[illegible]			[illegible]		11
12	1295				4460				98	4173	225	4398	400.000	EQUIPMENT			34215		29755			2[illegible]			1[illegible]		12
13	1038025		106		1150536				-9495	535737	610644	1146381		SUB TOTAL	100		1187522	-6	36983	100		1169999	100		1[illegible]		13
14	-				-				-	-	-	-	223	REPLACEMENT & RECONSTRUCTION			1210		1210			1210			1[illegible]		14
15	1038025		106		1150536				-9495	535737	610644	1146381		GRO[illegible] TOTAL	100		1188732	-6	38192	100		1[illegible]	100		1[illegible]		15
16	3546				2990					964	2026	2990		TRANSFER TO PURCHASER - CENTRAL [illegible]			5580		2590			5[illegible]			[illegible]		16
17	2595				2700					1218	1482	2700		TRANSFER TO PURCHASER-MATERIALS & SUPPLIES			2750		50			2[illegible]			[illegible]		17
18	1295				4460				98	4173	225	4398		TRANSFER TO PURCHASER - EQUIPMENT			34215		29755			2[illegible]			1[illegible]		18
19	7436				10150				98	6355	3733	10088		TOTAL TRANSFERS TO PURCHASER			42545		32395			3[illegible]			[illegible]		19
20	13466				14295					6983	10156	17139		TRANSFER TO PARK-RECREATION			20332		10017			23000			17,124		20
21	122971				125000					61618	69389	131007		TRANSFER TO UTILITIES			129400		400			129[illegible]			[illegible]		21
22	148873				149445				98	74956	83278	158234		TOTAL TRANSFERS			192277		42912			17[illegible]			1[illegible]		22
23	889152		106		1001091				-9593	460781	527366	988147		NET REQUEST	100		[illegible]	-6	-5033	100		9[illegible]			9[illegible]		23
24																											24
25																											25
26																											26
27																											27
28																											28
29																											29
30																											30
31																											31
32																											32
33																											33
34																											34
35																											35

CONTROLLER'S FORM No. 4180

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1016

Department Board or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT / SEWAGE & WATER TREATMENT DIVISION — Appropriation Number: 1,427 — Sheet Number 2 of 5 Sheets — Index Number: 427

Line No.	Active Expenditures 1960 1961 (Dollars Only)	BUDGET Salary Ord. Sec. No 18.2 Item No.	Number of Employees	Rate	Amount (Dollars Only)	DEPARTMENTAL APPROPRIATIONS OR MODIFICATIONS Class	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES (1960-1961) Actual Pays 6 Months (Dollars Only)	Probable for 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (-) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate C_2	Amount (Dollars Only) A_0	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
1	No. of Employees 1960 60			350		To continuation Itinerary			-993				110,000	PERMANENT SALARIES														
2		1		425	10200								B-408	GENERAL CLERK-Stenographer	2	350 425	10200		-	2	350 425	10200	2	367 442	10,228			
3	1	1.1	1	341 415	4980								B-512	GENERAL CLERK-Typist	1	341 415	4980		140	1	341 415	4980	1	358 436	4,552			
4		2	2	318 385	9240								C-101	JANITOR	2	318 385	9240		54	2	318 385	9240	2	325 395	9,198			A
5	1	2.1	1	693 842	9060								F-406b	ASST. ENGINEER II, MECHANICAL	1	693 842	9132		72	1	693 842	9132	1	745 905	9,390			A
6	1	2	1	950 1154	13848								F-412a	SENIOR ENGINEER, CIVIL	1	950 1154	13848		-	1	950 1154	13848	1	1022 1242	14,904			A
7	3	3	3	862 1047	37692								F-527	SUPT. SEW. TREAT. PLANT	3	862 1047	37692		1786	3	862 1047	37692	3	884 1023	38,628			
8	3	4	3	782 950	34200								L-115	CHEMIST, SEW. TREAT. PLANT	3	782 950	33062		-1138	3	782 950	33062	3	802 974	33,900			A
9	6	5	6	469 570	40878								L-130	WATER CHEMIST	6	469 570	40491		-387	6	469 570	40491	6	493 599	42,937			B
10	48	7	48	405 493	256896								O-166.1	JR. OPERATING ENGINEER	43	405 493	256896	-5	-31590	43	405 493	256896	43	425 518	267,586			E
11	22	8	22	458 556	150131								O-168.1	OPERATING ENGINEER	22	458 556	150131		-1123	22	458 556	150131	22	481 584	156,015			C-E
12	3	9	3	570 693	24750								O-172	CHIEF OPERATING ENGINEER	3	570 693	24750		390	3	570 693	24750	3	599 728	25,998			B
13	(87) 84		2		2				93					TOTAL PERMANENT SALARIES	87		590422	-5	-31796	87		590422	87		613,436			A
14																												
15																												
16	1011				1225					550	675	1225	111,000	ALLOWANCE FOR OVERTIME			2000		225			2000			1,225			D
17																												
18																												
19	7611				15251					11,1	6101	17312	112,000	HOLIDAYS [illegible]			15251		-2061			15251			15,251			E
20	3238				3238					1,5	1,5	3	113,000	LONGEVITY [illegible]			3238		63			3238			3,138			F
21										-	-	-	118,000	ALLOWANCE FOR MAINTENANCE & REPAIR SHIFTS			9315		9315			-						G
22													120,000	TEMPORARY SALARIES														
23	23824				24500					9850	14650	24500		Vacation & Sick Leave Relief			24817		317			24817			24,500			H
24																												
25																												
26																												
27	64161	(251 Days) Salary Ord. Sec. No. 1 10	11	24.16 32.20	64691					11687	14738	68311	130,000	WAGES (251 DAYS)														
28	5837	10.1	1	25.80 32.20	6526					1009	1257	6266	J-4	LABORER 25.80	10	25.80 32.20	65274	-1	-3217	10	25.80 32.20	65274	10	25.80 32.20	65,224			J-I
29	385				500					112	188	500	J-4	LABORER 25.80	1	K25.80	6527		301	1	K25.80	6527	1	25.80	6,527			J-I
30	10103				12848					2485	5363	12848		LABORER, SEWER CLEANER EXTRA RATE			500		-			500			500			K
31	14103	11	2	25.04 34.48	14727					7268	7459	14727	0-1	OVERTIME, SICK LEAVE RELIEF VACATION LEAVE RELIEF CHAUFFER 1 @ 29.16 1 @ 31.16		26.56	13309		461		26.56	13309		12,848			L
32	2068				2069					342	327	2669			2	34.48	15362		635	2	34.48	15362	2	26.56 34.48	15,362			I
33	96853		14		105181					33559	51622	105181		OVERTIME, SICK LEAVE RELIEF VACATION LEAVE RELIEF			2686		17			2686			2,686			M
34														TOTAL WAGES	13		103658	-1	-1803	13		103658	13		103,197			
35																												

ANNUAL SALARY INCREMENT

NEW EMPLOYEES AT LOWER RATE

SEWAGE TREATMENT PLANTS - PERMANENT SALARIES

FOR NORMAL MONTHLY EMPLOYMENTS

CLASS		NUMBER OF EMPLOYEES 1960-61 NP	RS	SE	TOT	1961-62 NP	RS	SE	TOT
B-408	GENERAL CLERK STENO	1		1	2	1		1	2
B-512	GENERAL CLERK TYPIST		1		1		1		1
C-104	JANITOR	1		1	2	1		1	2
F-527	SUPERINTENDENT STP	1	1	1	3	1	1	1	3
L-115	CHEMIST, STP	1	1	1	3	1	1	1	3
L-130	WATER CHEMIST	2	1	3	6	2	1	3	6
O-166.1	JR. OPERATING ENGINEER	15	5	28	48	15	5	23	43
O-168.1	OPERATING ENGINEER	6	6	10	22	6	6	10	22
O-172	CHIEF OPERATING ENGINEER	1	1	1	3	1	1	1	3
	TOTALS	28	16	46	90	28	16	41	85

EMPLOYMENTS REQUESTED ARE 5 LESS THAN 1960-61 DUE TO ABANDONMENT OF SLUDGE DRYING AT THE SOUTHEAST PLANT

PREMIUM SHIFTS REQUIRED

					8 HR PREM. SHIFTS
O-166.1 JR OPERATING ENGINEER					
NORTH POINT	- 3 x 2 SHIFTS	x	365 DAYS	=	2190
RICHMOND-SUNSET	- 1 x 2 "	x	365 DAYS	=	730
SOUTHEAST	- 4 x 2 "	x	365 DAYS	=	2920
	1 x 2 "	x	260 DAYS	=	520
		TOTAL			6360
O-168.1 OPERATING ENGINEER					
NORTH POINT	- 1 x 2 SHIFTS	x	365 DAYS	=	730
RICHMOND-SUNSET	- 1 x 2 "	x	365 DAYS	=	730
SOUTHEAST	- 1 x 2 "	x	365 DAYS	=	730
	1 x 2 "	x	260 DAYS	=	520
		TOTAL			2710

OVERTIME ALLOWANCE

FOR EMERGENCY OVERTIME FOR MONTHLY EMPLOYEES, PRINCIPALLY OPERATING PERSONNEL, AND OVERTIME FOR SUPERVISORS TO CHECK EMPLOYEE PERFORMANCE.

AMOUNT REQUIRED: $2000

NORTH POINT	RICHMOND-SUNSET	SOUTHEAST	TOTAL
627	507	866	2000

ITEM 1. BELOW IS BASED ON PREVIOUS EXPERIENCE.

THE THREE TREATMENT PLANTS MUST OPERATE 168 HOURS PER WEEK. SUPERVISION OF THE OPERATORS BY EACH CHIEF OPERATING ENGINEER IS PROVIDED ONLY 40 HOURS PER WEEK, 8:00 A.M. TO 4:30 P. M. MONDAY THROUGH FRIDAY. THE ADDITIONAL FUNDS REQUESTED IN ITEM 2. WOULD PERMIT UNSCHEDULED SPOT CHECKS OF EMPLOYEE PERFORMANCE DURING THE REMAINING 128 HOURS PER WEEK.

1.	EMERGENCY	$1136	
2.	3 PLANTS X 4 HR X 12 MO @ $6.00/hr	864	
	TOTAL	$2000	$2000

HOLIDAY ALLOWANCE

HOLIDAY PAY FOR OPERATING PERSONNEL ON LEGAL HOLIDAYS AND GOOD FRIDAY NECESSARY FOR CONTINUOUS OPERATION.

AMOUNT REQUESTED: $15,251.00

PLANT	NO. HOL.	O.166.1 @ 34.14/SHIFT SHIFTS PER DAY	AMT	O.168.1 @ 38.50/SHIFT SHIFTS PER DAY	AMT	O.172 @ 47.99/SHIFT SHIFTS PER DAY	AMT	TOTAL AMT
NP	12-1/8	9	3726	3	1401			5127
	3*					1	144	144
								5271

(CONTINUED)

PLANT	NO. HOL.	0.166.1 @ 34.14/SHIFT SHIFTS PER DAY	AMT	0.168.1 @ 38.50/SHIFT SHIFTS PER DAY	AMT	0.172 @ 42.92/SHIFT SHIFTS PER DAY	AMT	TOTAL AMT
NP	12-1/8	3	1242	3	1401			2643
	3*					1	144	144
								2787
SE	12-1/8	12	4967	3	1401			6368
	3-1/8**	3	320	3	361			681
	3*					1	144	144
								7193

* FOR SUPERVISION ON 3 HOLIDAYS NOT OBSERVED BY PER DIEM EMPLOYEES.
** TO OPERATE FILTERS ON 3 HOLIDAYS AND GOOD FRIDAY NOT OBSERVED BY HAULING CONTRACTOR.

F EXTENDED WORK WEEK--OVERTIME

ONE L-130 WATER CHEMIST AT EACH PLANT 4 HOURS ON SATURDAYS TO COMPLETE BACTERIOLOGICAL TESTS COMMENCED DURING THE WEEK AND PERFORM ESSENTIAL CHEMICAL ANALYSES WHICH CANNOT BE POSTPONED FROM SATURDAY TO MONDAY.

AMOUNT REQUESTED:

NP = 1 CHEM. X 53 SAT X 4 HR X $4.93/HR		=	1046
RS =	SAME		1046
SE =	SAME		1046
	TOTAL		$3138

1. ASSIGNMENT TO THIS WORK IS ROTATED AMONG THE SIX WATER CHEMISTS EMPLOYED BY THE DIVISION.

. THE INCREASE OVER 1960-61 ALLOWANCE IS FOR 1 MORE SATURDAY IN 1961-62 THAN IN 1960-61.

O SEWAGE TREATMENT PLANTS - PREMIUM PAY FOR MAINTENANCE AND REPAIR SHIFTS

10% PREMIUM PAY FOR O-166.1 JUNIOR OPERATING ENGINEERS AND O-168.1 OPERATING ENGINEERS WHEN ASSIGNED TO MAINTENANCE AND REPAIR SHIFTS.

AMOUNT REQUESTED:

O-166.1 JUNIOR OPERATING ENGINEER

NP 3 MEN 4/5 TIME	=	2.4		
RS 1 MAN 4/5 TIME	=	0.8		
SE 4 MEN 4/5 TIME PLUS 1 MAN FULL TIME	=	4.2		
TOTAL EQUIVALENT MEN		7.4		
7.4 MEN X 493/MONTH X 12 MONTHS X 10% PREMIUM			=	$4378

O-168.1 OPERATING ENGINEER

NP 1 MAN FULL TIME PLUS 1 MAN 4/5 TIME	=	1.8		
RS 1 MAN FULL TIME PLUS 1 MAN 4/5 TIME	=	1.8		
SE 3 MEN FULL TIME PLUS 1 MAN 4/5 TIME	=	3.8		
TOTAL EQUIVALENT MEN		7.4		
7.4 MEN X 556/MONTH X 12 MONTHS X 10% PREMIUM			= 4937	9,315.00

NOTE: 1 CREW AT EACH PLANT WORKS 4 MAINTENANCE & REPAIR SHIFTS AND 1 OPERATING SHIFT PER WEEK AND WOULD BE PAID PREMIUM ONLY 4/5 OF TIME.

TO COMPENSATE FOR GREATER HEALTH HAZARD AND UNPLEASANTNESS FROM DIRECT CONTACT WITH AND EXPOSURE TO RAW SEWAGE AND SLUDGE NOT REQUIRED IN OTHER CITY POSITIONS IN THESE CLASS.

H TEMPORARY SALARIES

FOR TEMPORARY EMPLOYMENTS TO REPLACE PERMANENT OPERATING PERSONNEL AS FOLLOWS:

(1) VACATION LEAVE
(2) OTHER LEAVE SUCH AS SICK LEAVE AND MILITARY LEAVE WITH PAY AND LEAVE WITHOUT PAY FOR LESS THAN ONE PAY ROLL PERIOD.

AMOUNT REQUESTED: $24,817.00

	NP	RS	SE	TOTAL
VACATION LEAVE RELIEF	4651	1656	9711	18958
OTHER LEAVE RELIEF	1737	1123	3001	5859
	6388	2779	12712	24817

VACATION LEAVE RELIEF IS BASED ON THE FOLLOWING RATES AND IT IS ASSUMED THAT THE PREMIUM WEEKS WILL BE 2/3 OF THE TOTAL WEEKS:

(CONTINUED)

0.166.1 DAY RATE $93.46 PER WEEK; PREMIUM RATE $99.30 PER WEEK.
0.168.1 DAY RATE $116.54 " " " " $123.82 " "

THESE RATES ASSUME THAT 0.166.1 RELIEFS ARE AT THE BEGINNING RATE FOR THAT CLASSIFICATION. SINCE 0.168.1 RELIEF JOBS ARE FILLED PROMOTIONALLY THE RATES USED ABOVE ARE THOSE WHICH WOULD BE PAID TO AN 0-166.1 WHO HAD REACHED HIS MAXIMUM RATE.

OTHER LEAVE RELIEF IS COMPUTED AT 1.43% OF STRAIGHT TIME SALARIES FOR THESE CLASSIFICATIONS. THIS IS BASED ON THE EXPERIENCE OF THE THREE FISCAL YEARS 1954-57 WHEN THE AVERAGE OTHER LEAVE RELIEF WAS 1.43% OF STRAIGHT TIME.

COMPUTATIONS

VACATION RELIEF

	NO.EMP 2 WKS	NO.EMP 3 WKS	DEF WKS	TOTAL DAY RATE WKS	TOTAL DAY RATE AMT	TOTAL PREM RATE WKS	TOTAL PREM RATE AMT	TOTAL WKS	TOTAL AMT
NORTH POINT									
0-166.1	11	4	-	11	1028	23	2284	34	3312
0-168.1	2	5	-	6	699	13	1610	19	2309
									5621
RICHMOND-SUNSET									
0-166.1	5	-	1	3	281	8	795	11	1076
0-168.1	1	6	1	7	816	14	1734	21	2550
									3626
SOUTHEAST									
0-166.1	15	8	2	18	1683	38	3774	56	5457
0-168.1	-	11	2	11	1282	24	2972	35	4254
									9711
GRAND TOTAL									18958

OTHER LEAVE RELIEF

FROM 1960-61 BUDGET PERMANENT SALARIES:

0-166.1 JR. OPERATING ENGINEER *	$258,435.00
0-168.1 OPERATING ENGINEER	151,254.00
	$409,689.00

409689 x .0143 = $ 5859

* REDUCED BY RATIO OF 43/48 FROM ACTUAL ALLOWANCE IN PROPORTION TO REDUCTION IN PERSONNEL AT SOUTHEAST PLANT DUE TO ABANDONMENT OF SLUDGE DRYING.

I WAGE INCREASE EFFECTIVE MAY 1, 1961 AS PER UNION CONTRACT

J J4 LABORERS - STRAIGHT TIME

TO PROVIDE LABOR FOR CLEANING TANKS, HANDLING SCREENINGS AND GRIT, ASSISTING IN EQUIPMENT MAINTENANCE AND CLEANING OPERATING AREA.

NUMBER REQUIRED:

	1960-61 NO.	1961-62 NO.
NORTH POINT	4	4
RICHMOND-SUNSET	2	2
RICHMOND-SUNSET	1X	1X
SOUTHEAST	5	4
	12	11

DECREASE OF 1 LABORER FROM 1960-61 DUE TO ABANDONMENT OF SLUDGE DRYING AT SOUTHEAST PLANT

K J4 LABORER - SEWER CLEANER PREMIUM PAY - WAGES

TO PROVIDE EXTRA COMPENSATION FOR LABORERS WORKING IN COVERED SEWAGE CHANNELS IN THE PLANTS. THE CIVIL SERVICE COMMISSION HAS RULED THAT LABORERS WORKING IN CERTAIN LOCATIONS IN THE TREATMENT PLANTS ARE ENTITLED TO THE SEWER CLEANER RATE OF PAY. THE DIFFERENCE IN RATE IS .625 PER HOUR.

$500

AMOUNT REQUESTED:

NORTH POINT 80 HOURS @ .625 PER HOUR	50
SOUTHEAST 720 HOURS @ .625 PER HOUR	450
	$ 500

(CONTINUED)

L OVERTIME - SICK RELIEF AND VACATION RELIEF FOR J4 LABORERS

APPROVED OVERTIME FOR ONE LABORER 4 HOURS AT EACH PLANT SATURDAYS, SUNDAYS AND HOLIDAYS TO HANDLE SCREENING AND GRIT AND WASH DOWN SUMPS; VACATION LEAVE RELIEF; SICK LEAVE RELIEF:

AMOUNT REQUESTED:			$13,309.00
NORTH POINT			
OVERTIME: 1 X 52 SAT. @ 19.35	1007		
1 X 52 SUN. + 8 HOL. @ $25.80	1548	2555	
VACATION RELIEF: 4 X 15 DAYS @ $25.80		1548	
SICK LEAVE RELIEF: 1/4 VACATION RELIEF		387	4,490.00
RICHMOND-SUNSET			
OVERTIME: SAME AS NORTH POINT		2555	
VACATION RELIEF: 3 X 15 DAYS @ $25.70 + 10 DEFERRED DAYS		1419	
SICK LEAVE RELIEF: 1/4 VACATION RELIEF		355	4,329.00
SOUTHEAST			
OVERTIME: SAME AS NORTH POINT		2555	
VACATION RELIEF: 4 X 15 DAYS @ $25.80		1548	
SICK LEAVE RELIEF: 1/4 VACATION RELIEF		387	4,490.00
			$13,309.00

THE INCREASE OVER 1961-62 REQUEST IS CAUSED BY WAGE INCREASES.

M OVERTIME, SICK LEAVE RELIEF AND VACATION LEAVE RELIEF FOR O-1 CHAUFFEUR

(a) APPROVED OVERTIME FOR:
1. ONE CHAUFFEUR 4 HOURS ON 52 SATURDAYS FOR NORTH POINT AND SOUTHEAST PLANTS AND 8 SUNDAYS OR HOLIDAYS FOR NORTH POINT PLANT.
2. ONE CHAUFFEUR 4 HOURS ON 3 SATURDAYS AND 3 SUNDAYS OR HOLIDAYS FOR RICHMOND-SUNSET PLANT.

(b) VACATION LEAVE RELIEF

(c) SICK LEAVE RELIEF (ASSUMED EQUAL TO 1/4 VACATION LEAVE RELIEF).

AMOUNT REQUESTED:			$ 2,686.00
OVERTIME			
NP 4 x 52 x 5.51	=	$1146	
4 x 8 x 7.34	=	235	
RS 4 x 3 x 5.88	=	71	
4 x 1 x 7.04	=	94	$1546
VACATION LEAVE RELIEF			
NP 15 DAYS @ $29.36	=	441	
RS 15 DAYS @ $31.36	=	471	912
SICK LEAVE RELIEF			
1/4 VACATION LEAVE RELIEF	=		228
			$2686

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1021

PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT PLANT / SEWAGE & WASTE TREATMENT DIVISION — Appropriation Number 1,427 — Sheet Number 3 of 5 Sheets — Index Number 427

Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Estimate Increase (+) Decrease (-) Number	Amount	(2) Budget Estimate Recommended by the Mayor Number of Employees	Rate	Amount (Dollars Only)	(3) Budget Estimate Adopted by the Board of Supervisors Number of Employees	Rate	Amount	Note or Index
	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C. A. O.	22	23	24	25	26	27
													200.000 CONTRACTUAL SERVICES													
-				-					-	-	-	201	Bridge Tolls			15	15		15						A	2
-				10250					4643	5607	10250	214	Maint. & Repairs, Specialized Structures & Processing Systems			9380	-870		9380						B	3
3450				2815					935	1880	2815	216	Repairs Auto Equipment P/S			3530	715		3530						C	4
-				-					-	-	-	216	Painting-Auto Equipment P/S			1800	1800		1800						D	5
[illegible]				200					21	179	200	216	Tire Recapping			284	84		250			200			E	6
1[illegible]				175					56	194	250	218	Repairs-Office Equipment			269	94		269			[illegible]			F-H	7
9786				4000					3734	266	4000	219	Repairs North Point Plant Motors			-	-4000		-						G	8
31310				48198					19206	28992	48198	219	Maintenance and Repair of Machinery & Equipment			48995	797		48995			[illegible]			H	9
-				-					-	-	-	219	Repairs North Point Lift Pumps			5360	5360		5360			[illegible]			I	10
96				175					29	146	175	224	Reproduction - P/S			250	75		250			[illegible]			J	11
127971				125000					61618	69389	131007	231	Heat-Light-Power P/U			129400	400		129400			[illegible]			K-R	12
75				74					35	39	74	235	Subscriptions			74	-		74			74			L	13
590				526					302	303	605	236	Towel Service			605	29		605			[illegible]			M-R	14
157				250					110	140	250	242	Equipment Rental			250	-		250			[illegible]			N	15
-				-					-	-	-	243	Equipment Rental - Boat			2880	2880		2880			[illegible]			O	16
13466				17139					6983	10156	17139	269	Maint. Landscaped Areas P/R			24332	2193		24060			[illegible]			P	17
187161				208852					97672	117291	214963		TOTAL CONTRACTUAL			224424	15572		224059			[illegible]				18
3546				2990					964	2026	2990		TRANSFER-PURCHASER			5580	2590		5580			[illegible]				19
127971				125000					61618	69389	131007		TRANSFER-UTILITIES			129400	400		129400			[illegible]				20
13466				14295					6983	10156	17139		TRANSFER-PARK-RECREATION			24332	10037		23660			12,129				21
145983				142285					69565	81571	151136		TOTAL TRANSFERS			155512	13027		153980			146,199				22
41178				66567					28102	35720	63822		NET REQUEST			68912	1545		68079			16,135				23
																										24
																										25
382				600					225	375	600	203.000	Use of Employees' Cars			600	-		600			600			G	26
																										27
																										28
																										29
																										30
																										31
																										32
																										33
																										34
																										35

A INDOOR TOILS

INDOOR TOILS TO ATTEND WATER POLLUTION CONTROL BOARD MEETINGS AND PICK UP PARTS FROM SUPPLIERS.

AMOUNT REQUESTED: $ 15.00

NORTH POINT	$ 3
RICHMOND-SUNSET	3
SOUTHEAST	9
	$15

THIS IS A NEW ITEM. PREVIOUS EXPENDITURES HAVE BEEN CHARGED TO OTHER FUNDS. $ 15.00

B MAINTENANCE & REPAIR OF SPECIALIZED STRUCTURES AND PROCESSING SYSTEMS

FOR MAINTENANCE AND REPAIR OF SPECIALIZED STRUCTURES AND PROCESSING SYSTEMS OTHER THAN BUILDINGS.

AMOUNT REQUESTED: $9,380.00

PRIORITY			
	NORTH POINT		
1	(a)	MISCELLANEOUS URGENT OR NECESSARY UNFORSEEN MAINTENANCE AND REPAIR	$3,000.00
	RICHMOND-SUNSET		
1	(a)	MISCELLANEOUS URGENT OR NECESSARY UNFORSEEN MAINTENANCE AND REPAIR	2,000.00
1	(b)	REPAIR LEAKS IN FILTRATION SAND WASHER	1,100.00
1	(c)	REPAIR VACUUM PUMP MUFFLER	280.00
	SOUTHEAST		
1	(a)	MISCELLANEOUS URGENT OR NECESSARY UNFORSEEN MAINTENANCE AND REPAIR.	3,000.00

C MAINTENANCE OF AUTO EQUIPMENT P/O

FOR MAINTENANCE AND REPAIR OF AUTOMOTIVE AND MISCELLANEOUS MOBILE EQUIPMENT.

AMOUNT REQUESTED: $3,530.00

NORTH POINT	1600
RICHMOND-SUNSET	1450
SOUTHEAST	480
	$3530

	1959-60 MILES	1959-60 SHOP REPAIRS	PER MILE	1961-62* MILES	PER MILE	SHOP REPAIRS
2 PASSENGER CARS	9174	457	.0594	9400	.0300	282
4 HEAVY TRUCKS	23599	2213	.0864	26000	.0961	2499
2 LIGHT TRUCKS	8088	631	.0780	8000	.0868	694
OTHER MOBILE EQUIP.		49				53
		$3350				$3530

* RATES INCREASED 11.3% TO REFLECT SHOP MECHANIC WAGE INCREASES.
** ESTIMATED - 1 CAR REPLACED IN 1960-61.

D MAINTENANCE OF AUTO EQUIPMENT P/O PAINTING VEHICLES

THE 4 LARGE TRUCKS AND 2 SMALL TRUCKS IN THE SEWAGE AND WASTE TREATMENT DIVISION ARE ALL IN NEED OF PAINTING.

AMOUNT REQUIRED: $ 1,800.00

4 LARGE TRUCKS @ 350	=	$1400
2 SMALL TRUCKS @ 200	=	400
		$1800

PIN NO.	MAKE & MODEL	YEAR
668	INTERNATIONAL, 10 YD	1954
677	GMC, 10 YD.	1951
698	GMC, 8 YD.	1951
699	GMC, 8 YD	1951
678	GMC, 3/4 TON	1951
679	GMC, 3/4 TON	1951

(CONTINUED)

E TIRE RECAPPING

RECAPPING AND REPAIRING TRUCK TIRES AS RECOMMENDED BY PURCHASER'S SHOP NO. 2

AMOUNT REQUESTED: - $284.00

NORTH POINT - 3 LARGE TIRES @ 36	=	$108
2 SMALL TIRES @ 8	=	16
RICHMOND-SUNSET - 4 LARGE TIRES @ 36	=	144
SOUTHEAST - 2 SMALL TIRES @ 8	=	16
		$284

F OFFICE MACHINE SERVICE

MAINTENANCE AND REPAIR OF 3 CALCULATING MACHINES, 3 ADDING MACHINES AND 5 TYPEWRITERS.

AMOUNT REQUESTED: $269.00

	NP	RS	SE	TOTAL
CALCULATORS	48	42	48	138
ADDING MACHINES	23	21	23	67
TYPEWRITERS	30	10	24	64
	$101	$73	$95	$269

EXPERIENCE HAS INDICATED THAT THE NUMBER OF BREAKDOWNS OF ADDING MACHINES AND CALCULATING MACHINES IS SUCH THAT SERVICE CONTRACTS ARE JUSTIFIED. SERVICE CONTRACTS ARE NOT USED ON TYPEWRITERS.

G WORK TO BE COMPLETED DURING 1960-61

H MACHINERY & EQUIPMENT MAINTENANCE & REPAIR

SERVICES OF PURCHASER'S SHOPS AND SPECIALIZED CONTRACTORS FOR MAINTENANCE AND REPAIR OF EQUIPMENT.

$48,995.00

AMOUNT REQUESTED:

MACHINIST RATE INCLUDING OVERHEAD	=	$41.52 PER DAY
BLACKSMITH (WELDER) INC. OVERHEAD	=	39.42 PER DAY

MATERIALS AND OFFSITE LABOR 10% OF THE ABOVE BASED ON PAST EXPERIENCE.

	NP		RS		SE		TOTAL	
	DAYS	AMT	DAYS	AMT	DAYS	AMT	DAYS	AMT
MACHINIST	235	9757	235	9757	480	19930	950	39444
WELDER	20	788	25	986	25	986	70	2760
MATERIALS AND OFFSITE LABOR		1055		1074		2092		4221
WORK BY OUTSIDE CONTRACTORS		1670*		400		500		2570
								$48995

* INCLUDES REPAIRING 5 FLAP GATES IN RECEIVING STRUCTURE WHICH HAVE BEEN IN SERVICE 9 YEARS WITHOUT REPAIR.

I MACHINERY & EQUIPMENT MAINTENANCE & REPAIR NORTH POINT LIFT PUMPS.

TO MAKE MAJOR REPAIRS ON TWO 36" MAIN LIFT PUMPS VALUED AT $30,000 EACH.

AMOUNT REQUESTED: - $ 5,360.00

THE WORK REQUIRED INCLUDES NEW WEARING RINGS ON CASINGS AND IMPELLERS, REPLACING BEARINGS AND REBUILDING SHAFT SLEEVES AT THE PACKING GLANDS. THE PUMPS ARE TOO LARGE TO BE HANDLED AT THE PURCHASER'S SHOPS.

THE PUMPS HAVE BEEN IN SERVICE NINE YEARS WITHOUT MAJOR REPAIR. EXCESSIVE WEARING RING CLEARANCES HAVE REDUCED PUMP DISCHARGE ABOUT 10% BELOW RATED CAPACITIES. FAILURE OF THE PUMPS WILL CAUSE BYPASSING RAW SEWAGE TO THE BAY.

FUNDS WERE ALLOWED IN THE 1959-60 BUDGET FOR REPAIRING THE PUMP MOTORS.

J BLUEPRINTING AND REPRODUCTION P/S

SERVICES AND MATERIAL FROM THE PURCHASER'S REPRODUCTION BUREAU FOR BLUEPRINTS, OFFSET LITHOGRAPHS AND PHOTOGRAPHS. $ 250.00

AMOUNT REQUESTED:

(CONTINUED)

CONTINUED

J LITHOGRAPHING FORMS FOR LABORATORY AND PLANT OPERATIONS REPORTS $125.00

BLUEPRINTS, PHOTOGRAPHS, ETC., FOR DESCRIBING ITEMS FOR PURCHASE REQUISITIONS, INCLUSION IN DEPARTMENTAL ANNUAL REPORT, AND CARRYING ON CUSTOMARY EXCHANGE OF TECHNICAL INFORMATION WITH OTHER COMMUNITIES. 125.00

$250.00

K LIGHT, HEAT, POWER P/U

HEAT, LIGHT AND POWER FOR THE THREE TREATMENT PLANTS.

AMOUNT REQUESTED: $125,400.00

	NP	RS	SE	TOTAL
GAS	4900	3500	6500	14900
POWER	51000	17900	41600	110500
	$55900	$21400	$48100	$125400

BASED ON PRELIMINARY ESTIMATE BY BUREAU OF LIGHT, HEAT & POWER ON THE BASIS OF PRESENT RATES. INCLUDES POWER ALLOWANCE FOR INCREASED FLOW TO NORTH POINT PLANT FROM 4th STREET AND DRUMM ST. PUMPING PLANTS AND DECREASE IN POWER AND GAS REQUIRED AT THE SOUTHEAST PLANT FROM ABANDONING SLUDGE DRYING.

L SUBSCRIPTIONS

SUBSCRIPTIONS FOR TECHNICAL PUBLICATIONS FOR THE THREE PLANTS.

AMOUNT REQUESTED: $74.00

NORTH POINT	$15
RICHMOND-SUNSET	44
SOUTHEAST	15
	$74

ANALYTHICAL CHEMISTRY	5	INDUSTRIAL & ENGIN. CHEM.	15
AMERICAN MACHINIST	5	INDUSTRIAL WASTES	9
CHEMICAL ENGINEERING	9	PUBLIC WORKS	5
CHEMICAL WEEK	3	TECHNOMETRICS	8
COMPOST SCIENCE	4	WASTES ENGINEERING	4
FACTORY	2	WATER & SEWAGE WORKS	5

H TOWEL SERVICE

CONTRACTUAL TOWEL SERVICE FOR LABORATORY AND OPERATING PERSONNEL.

AMOUNT REQUESTED: $605.00

	1960-61	1961-62
NORTH POINT	144	151
RICHMOND-SUNSET	144	151
SOUTHEAST	288	303
	$576	$605

THE DIFFERENCE BETWEEN THE AMOUNT REQUESTED AND THE ALLOWANCE FOR LAST YEAR IS CAUSED BY A SLIGHT INCREASE IN THE RATE FOR TOWEL SERVICE.

N EQUIPMENT RENTAL

FOR RENTAL OF TRACTOR LOADER TO LOAD SAND AND SCREENINGS INTO DUMP TRUCKS AT SOUTHEAST PLANT WHEN SEWER REPAIR DIVISION LOADER IS IN THE SHOP, AND FOR ANY OTHER EQUIPMENT RENTALS WHICH MAY BECOME NECESSARY. - $250.00

O EQUIPMENT RENTAL

RENTAL OF 50' WORK TYPE BOAT AND OPERATOR FOR 20 8-HOUR DAYS @ $18.00/HR AND VARIOUS NECESSARY INSTRUMENTS TO TAKE BACTERIOLOGICAL SAMPLES OF BAY WATER.

AMOUNT REQUESTED: $2880

OFFSHORE BAY WATER SAMPLING IS NEEDED TO FIND SOURCES OF CONTAMINATION CAUSING WATERS OF AQUATIC PARK TO EXCEED STATE BACTERIOLOGICAL STANDARDS. SHORELINE SAMPLING SHOWS OTHER SOURCES OF CONTAMINATION THAN THE NORTH POINT EFFLUENT BUT DOES NOT GIVE ENOUGH INFORMATION FOR IDENTIFICATION OR FOR EVALUATING TIDE AND CURRENT EFFECTS. AN OFFSHORE SURVEY BY THE STATE DEPARTMENT OF PUBLIC HEALTH IN 1960 INDICATED EAST BAY, TREASURE ISLAND AND JACKSON STREET SEWAGE DISCHARGES AS POSSIBLE SOURCES, BUT WAS MUCH TOO LIMITED TO BE CONCLUSIVE.

(CONTINUED)

P MAINTENANCE LANDSCAPE AREAS R/P

MAINTENANCE OF LANDSCAPED AREAS AT THE THREE TREATMENT PLANTS BY THE RECREATION AND PARK DEPARTMENT.

AMOUNT REQUESTED: $24,332.00

ONE GARDENER AT EACH PLANT

3 0-58 GARDENERS 253 DAYS @ $25.80/DAY = $19584

OVERHEAD @ 24.244 % = 4748

$24332

ESTIMATE FURNISHED BY RECREATION AND PARK DEPARTMENT.

THE APPEARANCE OF THE GROUNDS AT THE THREE TREATMENT PLANTS HAS BADLY DETERIORATED SINCE THE REDUCTION FROM THREE GARDENERS TO TWO GARDENERS.

BOTH THE RECREATION AND PARK DEPARTMENT AND THE DEPARTMENT OF PUBLIC WORKS TREE PLANTING DIVISION RECOMMEND THREE GARDENERS FOR ADEQUATE GROUNDS MAINTENANCE. THE INDEPENDENT ESTIMATE BY THE SUPERVISOR OF STREET TREE PLANTING IS:

PLANT	AREA, ACRES TOTAL GROUNDS	AREA, ACRES LANDSCAPED	MAN DAYS REQ. PER WEEK APR-OCT	MAN DAYS REQ. PER WEEK NOV-MAR
NP	6.4	1.3	5	4
RS	4.5	2.3	4	3
SE	12.3	3.8	7	6
			16	13

APR-OCT 214 DAYS = 30½ WEEKS X 16 = 488 MAN DAYS
NOV-MAR 151 DAYS = 21½ WEEKS X 13 = 279 MAN DAYS
767 MAN DAYS

767 MAN DAYS @ 253 WORKING DAYS/YEAR = 3 GARDENERS

AUTOMOBILE ALLOWANCE

FOR USE OF EMPLOYEES' CARS ON A MILEAGE BASIS FOR FIELD INVESTIGATIONS, TRAVEL TO CITY HALL, 2323 ARMY STREET, OTHER PLANTS AND OTHER NECESSARY TRAVEL. NO CITY VEHICLES ARE AVAILABLE FOR THIS SERVICE.

AMOUNT REQUESTED: $600.00

	NO. CARS	TOTAL MI/MO.	TOTAL MI/YR	AMOUNT
NORTH POINT	3	120	1440	$ 144
RICHMOND-SUNSET	4	230	2760	276
SOUTHEAST	3	150	1900	180
				$ 600

R ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61

Controller's Form No. 4748

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1026

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT PLANT — Appropriation Number: 1.427 — Sheet Number 4 of 5 Sheets — Index Number 427

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Budget: Appropriated by Ord. Number	Position Number	Rate	Amount (Dollars Only)	Budget Modified as of Nov. 1, 1960: Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961: Actual First 6 Months (Dollars Only)	Estimated Last 6 Months (Dollars Only)	Probable Total for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASSIFICATION OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Increase	Comparison of Request With 1960-1961 Budget Decrease	Recommended by Office Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Remarks
																		Force	Amount										
1													300,000	MATERIALS AND SUPPLIES															
2	707				75					635	[illegible]	2?	301	Office and Lunch Supplies			[illegible]		315			800							
3	12901				12000					9113	2887	12000	303	Replacement & Spare Parts			15615		3615			15615			15,000				
4	12366				10500					575	9925	10500	303	Replacement & Spare Parts Collecting Mechanisms			14411		3911			14411			[illegible]				
5	11[illegible]				11[illegible]					971	[illegible]	11[illegible]	[illegible]	Plant and Shop Supplies			11740		240			11740			11,500				
6	2595				2700					1218	1482	2700	321	Fuels and Lubricants P/6			2750		50			2750			2,700				
7	[illegible]				197					633	[illegible]	197	35	Janitor Supplies			1975		-			1975			1,[illegible]				
8	131,15				1,[illegible]					71791	6[illegible]	1,[illegible]	61	Plant Chemicals			130404		10404			130404			12[illegible]				
9	[illegible]11				[illegible]					[illegible]	1997	[illegible]	[illegible]	Laboratory Supplies			2500		-			2500			[illegible]				
10	[illegible]21				400					47	353	400	371	Stationery & Office Supplies			400		-			400			400				
11	[illegible]				16,71[illegible]					[illegible]	[illegible]	16,[illegible]		TOTAL MATERIALS & SUPPLIES			180595		10535			180595			1[illegible]				
12	[illegible]				2700					1218	1482	2700		Transfer - Purchaser			2750		50			2750			2,700				
13	[illegible]				[illegible]					[illegible]	[illegible]	[illegible]		Net Request			177845		18485			177845			1[illegible]				
14																													
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A MATERIALS & SUPPLIES - TIRES AND AUTO SUPPLIES

TIRES, TUBES AND OTHER AUTO SUPPLIES FOR 4 DUMP TRUCKS, 2 PICK-UP TRUCKS, 1 FORK LIFT, 2 INTER-PLANT CARRIERS AND 3 PASSENGER CARS.

AMOUNT REQUESTED: $890.00

NORTH POINT	3 LARGE & 2 SMALL TIRES	385
RICHMOND-SUNSET	4 LARGE TIRES & SAFETY ITEMS	467
SOUTHEAST	1 SMALL TIRE	38
		$890

THE AMOUNT REQUESTED IS BASED ON RECOMMENDATIONS OF PURCHASER'S SHOP.

B REPLACEMENT & SPARE PARTS

PARTS FOR EQUIPMENT VALUED AT ABOUT $6,200,000.00

AMOUNT REQUESTED: $15615

	NP	RS	SE	TOTAL
BLOWERS	75	145	150	370
CHLORINATORS	500	225	50	775
BAR RACKS	125	155	200	480
CONVEYORS	-	25	200	225
ELECTRICAL	2135	370	400	2905
METERS	250	150	150	550
PUMPS	3200	1535	2150	6885
VACUUM FILTERS	-	1150	350	1500
VENTILATION	100	225	100	425
MISCELLANEOUS	500	250	750	1500
	$6885	$4230	$4500	$15615

THE TWO ITEMS CONSTITUTING THE PRINCIPLE INCREASE OVER 1960-61 ARE (1) $1835 FOR EMERGENCY LIGHTING BATTERIES AT THE NP PLANT REACH MAXIMUM LIFE OF 10 YEARS, AND (2) $1150 FOR VACUUM FILTER ROTARY VALVE AT RS PLANT IN SERVICE 10 YEARS.

C REPLACEMENT & SPARE PARTS COLLECTING MECHANISMS

PARTS FOR COLLECTING MECHANISMS IN 39 GRIT, SEWAGE AND SLUDGE TANKS AT THREE TREATMENT PLANTS.

AMOUNT REQUESTED: $14411

BASED ON AN ESTIMATED AVERAGE SERVICE LIFE OF 7 YEARS AND A REPLACEMENT VALUE OF ABOUT $170,000 THE AVERAGE ANNUAL REPLACEMENT COST OVER A LONG TERM WILL BE $24000. SINCE THE LIFE OF THE INDIVIDUAL UNITS VARIES FROM 3 YEARS TO 12 YEARS THE ANNUAL BUDGET COST WILL FLUCTUATE WIDELY DEPENDING ON THE COMBINATION OF UNITS REQUIRING MAINTENANCE IN A GIVEN YEAR.

ESTIMATED REQUIREMENTS BY PLANTS ARE:

NORTH POINT:

GRIT TANKS	1728	
1 DEWATERING SCREW AND TROUGH	2010	
420 FT CHAIN AND 100 PINS & COTTERS	387	
400 WEARING SHOES	270	
2 CLUTCHES	644	
6 SPROCKETS	541	
2 SETS STEEL SUPPORT STRIPS		
SEDIMENTATION TANKS	1097	
310 FT DRIVE CHAIN	268	
6 CLUTCHES	49	6994
100 PINS & COTTERS		

RICHMOND-SUNSET

GRIT TANKS	916	
200 FT COLLECTOR CHAIN	315	
100 FT DRIVE CHAIN	63	
20 HANGERS	246	1540
4 SPROCKETS		

(CONTINUED)

SOUTHEAST

GRIT TANKS

90 FT CHAIN	234	
1000 LB WEARING SHOES	216	
BEARINGS, PINS & COTTERS, BOLTS	60	
SEDIMENTATION TANKS		
420 HANGERS WITH PINS & COTTERS	1469	*
848 WEARING SHOES AND PLATES	462	
4 - 10 TOOTH SPROCKETS	333	
BOLTS	175	
THICKENING TANKS		
340 FT CHAIN	1093	
34 HANGERS WITH PINS & COTTERS	218	
500 WEARING SHOES	242	
PLATES AND BOLTS	19	
ELUTRIATION TANKS		
500 WEARING SHOES	200	
COMMON PARTS FOR ALL TANKS		
350 FT DRIVE CHAIN	953	
25 FLIGHTS	253	
BOLTS	50	
	5877	
	$14411	

* TO EXTEND LIFE OF EXISTING CHAIN 2 - 3 YEARS. IF NOT ALLOWED $12000 ADDITIONAL WILL BE REQUIRED FOR NEW CHAIN.

D PLANT AND SHOP SUPPLIES

EXPENDABLE MATERIALS AND SUPPLIES USED IN OPERATION AND NORMAL MAINTENANCE.

AMOUNT REQUESTED: - $11,740

	NP	RS	SK	TOTAL
BELTS	175	80	250	505
CHARTS	120	125	150	395
ELECTRICAL	420	360	170	950
FILTER CLOTHS AND WIRE		450	1480	1930
LAMPS	510	185	460	1155
METALS	250	220	670	1140
PAINT	300	395	200	895
PACKING	120	140	450	710
PIPE & FITTINGS	370	420	510	1300
SAFETY	75	115	50	240
SHOP SUPPLIES	750	340	820	1910
SMALL TOOLS	150	160	300	610
	$3240	$2990	$5510	$11740

THE INCREASE OVER 1960-61 ALLOWANCE IS FOR PRICE INCREASES.

E FUELS AND LUBRICANTS P/S

GASOLINE AND OIL FOR 4 DUMP TRUCKS, 2 PICK-UP TRUCKS, 3 AUTOMOBILES AND MISCELLANEOUS EQUIPMENT INCLUDING FORK LIFT, 4 LAWNMOWERS, 2 INTERPLANT CARRIERS, 2 PORTABLE PUMPS, AND LUBRICANTS AND SOLVENTS FOR $6,000,000 MECHANICAL AND ELECTRICAL EQUIPMENT.

AMOUNT REQUESTED: $2750

	NP	RS	SK	TOTAL
FUEL OIL	--	--	70	70
GASOLINE AND OIL	670	680	195	1545
GREASE	60	30	60	150
SOLVENT	90	75	95	260
LUBRICATING OIL	220	325	160	505
OXYGEN & ACETYLENE	40	110*	70	220
	$1080	$1220	$650	$2750

* INCLUDES DEMURRAGE FOR ALL PLANTS.

F JANITORIAL SUPPLIES

AMOUNT REQUESTED: $1975

	NP	RS	SK	TOTAL
MOPS AND BRUSHES	60	65	120	245
PAPER ARTICLES	150	100	160	410
RAGS	200	300	200	700
SOAPS	50	65	90	205
FLOOR WAX AND CLEANERS	70	25	100	195
MISCELLANEOUS	65	25	130	220
	$595	$580	$800	$1975

(CONTINUED)

G PLANT CHEMICALS

CHLORINE FOR ORDOR CONTROL AND BACTERIAL DISINFECTION OF SEWAGE; FERRIC CHLORIDE TO CONDITION SLUDGE FOR FILTRATION; DEODORANTS AND OTHER PLANT CHEMICALS.

AMOUNT REQUESTED: $130404

	NP	RS	SE	TOTAL
CHLORINE	55016	26648	12696	94360
FERRIC CHLORIDE		2300	33154	35454
OTHER CHEMICALS	490		100	590
	55506	28948	45950	130404

THE INCREASE IS CAUSED BY THREE CONDITIONS (a) FLOW TO THE NORTH POINT PLANT WILL INCREASE 4 MGD OCTOBER 1961 AND 3 MGD MORE DECEMBER 1961 FROM THE 4th STREET PUMPING PLANT AND 1 MGD JANUARY 1962 FROM THE DRUMM STREET PUMPING PLANT. (b) FERRIC CHLORIDE DEMAND OF THE SLUDGE FILTERED AT THE SOUTHEAST PLANT HAS INCREASED; (c) CHLORINATION AT THE SOUTHEAST PLANT MUST BE INCREASED TO CONTROL ODOR PROBLEMS AND TO PRODUCE AN EFFLUENT MEETING PROPOSED STATE HEALTH DEPARTMENT BAY STANDARDS.

ESTIMATED REQUIREMENTS

NORTH POINT
CHLORINE:

		LB
PRE,	92 DAYS X 46 MGD X 30 LB/MG =	126960
"	61 DAYS X 50 MGD X 30 LB/MG =	91500
"	31 DAYS X 53 MGD X 30 LB/MG =	49290
"	181 DAYS X 56 MGD X 30 LB/MG =	304080
POST	92 DAYS X 46 MGD X 70 LB/MG =	296240
"	61 DAYS X 50 MGD X 70 LB/MG =	213500
"	122 DAYS X 56 MGD X 70 LB/MG =	478240
		1559810

26 - 30 - TON TANK CARS @ 2116 = $55016

DEODORANTS
AIR DEODORANT, 100 GAL @ 4.90 = $490

RICHMOND-SUNSET
CHLORINE:

PRE,	15 MGD X 360 DAYS X 20 LB/MG =	108000
POST	15 MGD X 315 DAYS X 95 LB/MG =	448880
		556880

279 TON CONTAINERS 558000 LB @ $0.047756 = $26648

FERRIC CHLORIDE
1203000 LB DRY SOLIDS TO FILTERS @ 4.0% = 48100 LB @ $0.04783 = $2300

SOUTHEAST
CHLORINE:

PRE,	15.8 MGD X 360 DAYS X 30 LB/MG =	170640
POST	15.8 MGD X 120 DAYS X 100 LB/MG =	189600
		360240

6 30 - TON TANK CARS @ 2116 = $12696

FERRIC CHLORIDE:
1 MG PRODUCES 575 LB DRY SOLIDS TO FILTER
365 DAYS X 67.8 MGD = 24750 MIL GAL
24750 X 575 X 5.6# = 796950 LB FERRIC CHLORIDE
796950 LB @ $0.0416 = $33154

OTHER CHEMICALS

DEODORANTS	$ 80
MISCELLANEOUS	20
	$100

H LABORATORY SUPPLIES

GLASSWARE, CHEMICALS AND MISCELLANEOUS SUPPLIES FOR THE TREATMENT PLANT LABORATORIES.

AMOUNT REQUESTED: $2,500.00

	NP	RS	SE	TOTAL
CHEMICALS	300	200	250	750
GLASSWARE	350	475	510	1335
MISCELLANEOUS	70	125	220	415
	$720	$800	$980	$2500

- $2,500.00

(CONTINUED)

I STATIONERY & OFFICE SUPPLIES

REFERENCE BOOKS, PRINTED FORMS, STAMPS, BINDERS AND OTHER MISCELLANEOUS OFFICE SUPPLIES.

AMOUNT REQUESTED: $400

BOOKS	NP	RS	SE	TOTAL
BOOKS	20	20	15	55
FILE SUPPLIES	30	35	30	95
MISCELLANEOUS	20	45	185	250
	$70	$100	$230	$400

CONTROLLER'S FORM No. 4258

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1031

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT / SEWAGE & WASTE TREATMENT DIVISION — Appropriation Number 1,427 — Sheet Number 5 of 5 Sheets — Index Number 427

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget (+) Increase (-) Decrease: Force	Amount	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25		
1	1295				4460				98	4173	225	4398	400.000	EQUIPMENT					-4460								1
2														NEW													2
3													402	2-Office Machine Stands			70		70							A	3
4													406	5 Lockers			175		175		175			175		B	4
5													420	1 Radiation Scalar			1600		1600		1600			1,600		C	5
6													422	2 Ratchet Hoists			110		110		110			110		D	6
7													422	1-Portable Hoist			170		170		170			170		E	7
8													422	1-Machine Lathe			6500		6500		6500			0		F	8
9													422	1-Hydraulic Press			550		550		550			550		G	9
10													422	1-Tool Marker			35		35		35			35		H	10
11													464	1-Hedge Trimmer			45		45		-					I	11
12													474	2-Air Breathing Masks			660		660		660			660		J	12
13													484	1-Incubator			550		550		550			550		K	13
14													484	1-Test Tube Washer			285		285		285			285		L	14
15													484	1-Gas Chromatograph			1500		1500		-					M	15
16													484	1-Laboratory Cart			60		60		-					N	16
17													484	1-Pipette Washer			80		80							O	17
18														REPLACEMENT												P	18
19													444	1-Portable Pump			550		550		550			550		Q	19
20													456	2-Dump Trucks			20000		20000		10000			10,000		R	20
21													484	1-Centrifuge			590		590		590			590		S	21
22													484	1-Photoelectric Colorimeter			350		350		350			350		T	22
23													484	1-Air Pump			135		135		135			135			23
24	1295				4460				98	4173	225	4398		TOTAL EQUIPMENT			34215		29755		22960			14,960			24
25	1295				4460				98	4173	225	4398		Transfer to Purchaser			34215		-		-			-			25
26	-				-				-					NET EQUIPMENT			-										26
27																											27
28																											28
29																											29
30																											30
31																											31
32																											32
33																											33
34																											34
35																											35

SEWAGE TREATMENT PLANTS - EQUIPMENT, CURRENT AND PRIOR YEARS

FISCAL YEAR 1959 - 60

O. E.	DESCRIPTION	ACTUAL EXPENDITURES
	REPLACEMENT	
426	5 - Ladders	$80.
454	1 - Hand Truck	24.
484	1 - Steriliser	1182.
	TOTAL EQUIPMENT	$1295.

FISCAL YEAR 1960-61

O. E.	DESCRIPTION	BUDGET ALLOWANCE		MODIFICATION		ACTUAL EXPENDITURES		PROBABLE EXPENDITURES	
	NEW								
422	2-Electric Drills	$250.				$192.		$192.	
422	1-Impact Wrench	230.				137.		137.	
422	1-Torque Wrench	70.				41.		41.	
444	1-Transformer	250.	$800.			256.	$626.	256.	$626.
	REPLACEMENT								
426	3-Ladders	$85.				$82.		$82.	
442	1-Refrigerator	225.				-		225.	
444	1-Water Pump	1450.				1448.		1448.	
456	1-Sedan Delivery	1900.	3660.	7.7.60 Trf.#81	$98.	2017.	3547.	2017.	3772.
			$4460.		$98.		$4173.		$ 4398.

A EQUIPMENT - NEW - TWO OFFICE MACHINE STANDS

DURING THE FISCAL YEAR 1957-58, NEW OFFICES WERE CONSTRUCTED AT THE RICHMOND-SUNSET PLANT. NO NEW FURNITURE WAS SUPPLIED WITH THE JOB. STANDS SHOULD BE PROVIDED FOR THE COMPUTING MACHINE AND THE ADDING MACHINE SO THAT THEY MAY BE REMOVED FROM DESKS. $70.00

B FIVE LOCKERS

FOR ADEQUATE AND PROPERLY LOCATED LOCKER SPACE FOR PERSONNEL AT THE RICHMOND-SUNSET PLANT. THERE ARE NOT SUFFICIENT LOCKERS FOR THE OPERATING PERSONNEL IN THE SEWAGE TREATMENT SIDE OF THE PLANT.

ADDITIONAL LOCKER SPACE WILL MAKE IT POSSIBLE FOR ALL THE CHANGES OF SHIFT PERSONNEL TO TAKE PLACE AT ONE PLACE AND BRING ABOUT ORDERLY AND ROUTINE EXCHANGE OF INFORMATION. $175.00

C RADIATION SCALER

A RADIATION SCALER AND PROBE ARE NECESSARY TO MONITOR WASTES CONTAINING RADIOACTIVE DISCHARGES INTO THE PUBLIC SEWERS. PRESENTLY SEVERAL HOSPITALS AND THE NAVAL SHIPYARD AT HUNTERS' POINT USE RADIOACTIVE MATERIALS WITH AEC CLEARANCE. SHOULD THERE BE ACCIDENTAL DISCHARGE OF RADIOACTIVE WASTE INTO THE SEWERS, THE SEWAGE WILL CONTAIN A HAZARDOUS MATERIAL DETECTABLE ONLY WITH SUCH INSTRUMENTS. $1600.00

D TWO RATCHET HOISTS

A PAIR OF 1 1/2 TON RATCHET HOISTS IS NEEDED TO ASSEMBLE AND DISASSEMBLE HEAVY COLLECTOR CHAIN AT THE SOUTHEAST PLANT. THEY ARE ALSO USED IN THE ASSEMBLY AND DISMANTLING OF HEAVY EQUIPMENT. THE TWO RATCHET HOISTS WE NOW HAVE ARE NOT ENOUGH FOR THE WORK LOAD AND IT HAS BEEN NECESSARY TO USE MANILA ROPE AND BLOCKS WHICH BECOME FOULED WITH SEWAGE AND SLUDGE. THE ROPE STRETCHES AND ROTS WHICH DELAYS WORK AND CREATES UNSAFE CONDITIONS. $310.00

E PORTABLE HOIST

A 1/2 TON PORTABLE HOIST IS NEEDED AT THE NORTH POINT PLANT TO REMOVE CAPS, SLUDGE TUBE FEED, MAIN SLUDGE AND SUMP PUMPS; FOR LIFTING CASINGS ON EFFLUENT PUMPS; AND FOR REMOVING MOTORS OF VARIOUS PUMPS AND FANS FOR REPAIRS.

EXISTING PORTABLE EQUIPMENT IS TOO AWKWARD, HEAVY AND DANGEROUS. $170.00

F MACHINE LATHE

THE RELOCATION OF THE PURCHASER'S SHOP NO. 1 HAS RESULTED IN AN INCREASE IN THE TRAVEL TIME FOR THE MACHINIST WHEN SHOP WORK IS NECESSARY. IT IS ESTIMATED THAT AT LEAST ONE-THIRD OF HIS TIME AT THE RICHMOND-SUNSET PLANT WOULD BE USED IN THE USE OF A MACHINE LATHE. AS A RESULT, THERE IS A DIRECT LOSS TO THE CITY OF $600 IN TRAVEL TIME, AND INTERFERENCE AND DELAY IN KEEPING ESSENTIAL PROCESSES IN OPERATION. $6500.00

G 25 TON HYDRAULIC PRESS

FOR NORTH POINT PLANT TO PRESS BEARINGS, SLEEVES, AND ROTORS ON OR OFF SHAFTS. PRESENT METHOD IS TO USE A FLOOR JACK AND A PIECE OF PIPE BRACED AGAINST THE CEILING WHICH IS DANGEROUS AND DAMAGES PARTS. $550.00

H TOOL MARKER

TO GET CITY AND PLANT IDENTIFICATION MARKS ON SMALL EXPENSIVE HAND TOOLS TO PREVENT LOSS. $ 35.00

I HEDGE TRIMMER

TO TRIM SHRUBS AROUND THE THREE TREATMENT PLANTS. THE TIME SAVED BY POWER TRIMMING IS NEEDED TO HELP OFFSET DETERIORATION IN APPEARANCE OF THE GROUNDS CAUSED BY INSUFFICIENT GARDENING SERVICE. $45.00

J TWO AIR BREATHING MASKS

FOR PROTECTING NORTH POINT PLANT PERSONNEL AGAINST CHLORINE. PRESENT CANNISTER TYPE MASKS ARE UNSAFE FOR CHLORINE CONCENTRATIONS EXCEEDING 1% BY VOLUME WHICH ARE SOMETIMES ENCOUNTERED. THE SUPERVISOR OF THE TRAINING APPARATUS, FIRE DEPARTMENT, RECOMMENDS THE SAME TYPE MASK USED AS STANDARD EQUIPMENT BY THE FIRE DEPARTMENT AND WHICH COULD BE SERVICED BY THEIR RESCUE BATTALION.

TWO MASKS ARE NEEDED BECAUSE THE CALIFORNIA SAFETY CODE (TITLE 8, ORDER 4162) REQUIRES A SAFETY MAN TO BE IN ATTENDANCE OR TO ACCOMPANY ANY PERSON ENTERING A HAZARDOUS AREA. $660.00

K INCUBATOR

TO MAINTAIN CORRECT TEMPERATURES ESSENTIAL TO BACTERIOLOGICAL WORK AT THE SOUTHEAST PLANT. TESTING OF PLANT EFFLUENT AND SAN FRANCISCO BAY WATER IS NECESSARY TO CONTROL OPERATION TO [illegible] THE COMPLIANCE WITH PUBLIC HEALTH STANDARDS. WITHOUT THIS [illegible] THE STATE PUBLIC HEALTH DEPT AND THE CITY'S DATA WILL NOT BE ACCEPTED AS VALID BY THE STATE PUBLIC HEALTH DEPARTMENT. $550.00

(CONTINUED)

I T: T TUL, WAS LR

BACTERIOLOGICAL WORK AT THE NORTH POINT PLANT LABORATORY REQUIRES USE OF ABOUT 4000 TEST TUBES PER MONTH WHICH MUST BE WASHED AND STERILIZED AFTER USE. WASHING REQUIRES ABOUT 10 HOURS PER MONTH BY WATER CHEMIST AT ABOUT $3.00 PER HOUR. THUS THE CITY IS PAYING ABOUT $30 PER MONTH FOR TEST TUBE WASHING WHILE THE WATER CHEMIST'S TIME IS BADLY NEEDED FOR OTHER WORK. WITH A MECHANICAL WASHER, THE 10 HOURS WORK COULD BE REDUCED TO ABOUT 2 HOURS AND THE VALUE OF THE MACHINE WOULD BE RECOVERED IN THE FORM OF PERSONAL SERVICES IN ONE YEAR.
$285.00

M GAS CHROMATOGRAPH

THE GAS CHROMATOGRAPH IS NEEDED TO DIFFERENTIATE BETWEEN MINERAL OILS AND ANIMAL AND VEGETABLE FATS.

THIS DIFFERENTIATION IS ESSENTIAL TO CONTROL THE DISCHARGE OF OILY WASTES TO THE SEWERS LIMITED BY INDUSTRIAL WASTE ORDINANCE NO. 7425 AND TO STUDY SLUDGE DIGESTION TO IMPROVE PLANT OPERATION.
$1500.00

N LABORATORY CART

FOR USE IN NORTH POINT BACTERIOLOGICAL LABORATORY FOR TRANSPORTING GLASSWARE AND MEDIA TO WASH AND STERILIZING ROOMS. THIS WILL PREVENT BREAKAGE OF MATERIAL AND EXPEDITE THE WORK.
$60.00

O PIPETTE WASHER

FOR RICHMOND-SUNSET PLANT TO WASH PIPETTES USED IN BACTERIOLOGICAL ANALYSIS OF BEACH WATERS. GLASSWARE FOR THIS USE MUST BE SCRUPULOUSLY CLEAN AND FREE FROM FOREIGN MATTER WHICH INTERFERES WITH ACCURACY OF THE TEST. HAND WASHING REQUIRES AN INORDINATE AMOUNT OF TIME AND DOES NOT CLEAN AS RELIABLY AS MECHANICAL WASHING. MECHANICAL WASHING ALSO REDUCES BREAKAGE.
$80.00

P EQUIPMENT - REPLACEMENT - PORTABLE PUMP - NO TRADE IN VALUE.

HEAVY DUTY GASOLINE DRIVEN DIAPHRAGM PUMP FOR EMERGENCY DEWATERING AT THE RICHMOND-SUNSET PLANT. REPLACEMENT FOR A PORTABLE PUMP ABOUT 18 YEARS OLD FOR WHICH PARTS ARE NOT AVAILABLE.
$550.00

Q TWO DUMP TRUCKS

TO REPLACE 1951 GMC DUMP TRUCKS # 698 AND #699 ASSIGNED TO THE NORTH POINT PLANT WHICH HAVE AVERAGED 7000 MILES PER YEAR EACH HAULING GRIT AND SCREENINGS DAILY FROM THE NORTH POINT AND SOUTHEAST PLANTS TO THE SANITARY FILL IN SAN MATEO COUNTY.

THE PRESENT TRUCKS ARE NOT DESIGNED TO CARRY THE REQUIRED HEAVY LOADS OVER THE ROUGH UNPAVED AREAS AT THE SANITARY FILL. AS A RESULT, THERE ARE REPEATED FAILURES OF AXLES, TRANSMISSIONS, DIFFERENTIALS, CLUTCHES AND BRAKES.

AS OF JULY 1, 1960 REPAIR COST ON THESE VEHICLES WAS $7334 AND MILEAGES WERE 58140 AND 57336. IT IS ESTIMATED MILEAGES WILL BE 73000 AND 73710 BY THE TIME NEW VEHICLES ARE FURNISHED.
$20,000.00 - LESS TRADE IN VALUE - $700.

R CENTRIFUGE

FOR CONTROL OF DIGESTION AT THE RICHMOND-SUNSET PLANT. THE NEWLY ADOPTED 11TH EDITION OF STANDARD METHODS REQUIRES CENTRIFUGING SAMPLES BEFORE ANALYSIS. THE PRESENT CENTRIFUGE IS ABOUT 20 YEARS OLD AND DOES NOT HAVE SUFFICIENT CAPACITY FOR THE NEW ANALYTICAL METHODS. THE CENTRIFUGE REQUESTED IS SIMILAR TO THOSE NOW IN USE AT THE OTHER TWO PLANTS. $590.00
NO TRADE IN VALUE.

S PHOTOELECTRIC COLORIMETER

THIS INSTRUMENT IS USED TO ANALYZE THE TOTAL OXIDANT IN SAMPLES COLLECTED TO DETERMINE THE AMOUNT OF AIR POLLUTION.

REPLACES A FIFTEEN YEAR OLD COLORIMETER WHICH CANNOT BE USED FOR THE NEW PROCEDURE BEING ADOPTED BY THE CALIFORNIA STATE DEPARTMENT OF PUBLIC HEALTH.
$390.00 - LESS TRADE IN VALUE, $20.

T AIR PUMP

THIS PUMP IS USED TO BUBBLE AIR THROUGH CHEMICAL SOLUTIONS TO ABSORB POLLUTANTS IN DETERMINING THE AMOUNT OF AIR POLLUTION.

REPLACES A DURK BRAKE BOOSTER PUMP PURCHASED IN 1956 AND ADAPTED TO THIS USE WHICH IS NOW WORN OUT. $135.00
NO TRADE IN VALUE.

CONTROLLER'S FORM No. 4238

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1035

Dept. Unit, Board or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT / INDUSTRIAL WASTE & ADMINISTRATIVE — Appropriation Number: 14427 — Sheet Number 1 of 1 Sheets — Page Number 4.17

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. 48.2 — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	With 10% (5%) Budget Cut: Number of Employees	Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR: Number of Employees	Rate	Amount	(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS: Number of Employees	Rate	Amount	Date Form 4 Filed	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	
1						To Compensation Reserve			-4476					INDUSTRIAL WASTES												1
2													10.000	PERMANENT SALARIES													2
3	-	2.1	1	693 842	9060					-	4584	4584	P406b	ASST. ENGINEER II-MECHANICAL	1	693 842	9132		72	1	693 842	9132					3
4	(1) -		1		9060				-4476	-	4584	4584		TOTAL - PERMANENT SALARIES	1		9132		72	1		9132					4
5																											5
6																											6
7														ADMINISTRATIVE													7
8						To Compensation Reserve							10.000	PERMANENT SALARIES													8
9	12120	2.2	1	950 1154	13848				-330	6594	6924	13518	P412a	SENIOR ENGINEER - CIVIL	1	950 1154	13848		-	1	950 1154	13848					9
10	(1) 12120		1		13848				-330	6594	6924	13518		TOTAL - PERMANENT SALARIES	1		13848		-	1		13848					10
11																											11
12																											12
13																											13
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Controller's Form No. 4130

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1036

Department Board or Commission: PUBLIC WORKS — Bureau or Division: NORTH POINT SEWAGE TREATMENT PLANT — Appropriation Number 1427 — Sheet Number 1 of 5 Sheets — Index Number 427

No.	Actual Expenditures 1958-1959	FISCAL YEAR 1960-1961 Budget: Salary Old Sch No			Budget: Amount	Estimated Additional Requirements: No	Number of Employees	Rate	Amount	EXPENDITURES 1960-1961 Actual to P.P. 6 Mo. Est.	Estimated Last 6 Months	Probable for Year	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount	Comparison of Request With 1960-1961 Budget Col. 3 and 5 Increase or Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Remarks
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1														REGULATION														
2	(-00) 190840		00		184709				-1623	88912	94174	183086	110.000	PERMANENT SALARIES	28		185480		771	28		185480						
3	478				385					99	286	385	111.000	ALLOWANCE FOR OVERTIME			627		242			627						
4	4670				5130					3303	1835	5138	112.000	ALLOWANCE FOR HOLIDAYS			5271		133			5271						
5	803				1025					532	493	1025	113.000	EXTENDED WORK WEEK & REPAIR SHIFTS			1046		21			1046						
6	-				-					-	-	-	118.000	ALLOWANCE FOR MAINTENANCE			2620		2620			-						
7	6003				7389					4193	3191	7384	120.000	TEMPORARY SALARIES			7358		-26			7358						
8	34896		9		39001					20850	17958	38808	130.000	WAGES	5		40010		1809	5		40010						
9	77678				79454					43113	46367	89480	200.000	CONTRACTUAL SERVICES			89958		10524			89544						
10	71				140					69	71	140	203.000	USE OF EMPLOYEES' CARS			144		4			144						
11	69410				66580					27864	38716	66580	300.000	MATERIALS AND SUPPLIES			25475		8895			25436						
12	89				1750					1626	-	1626	400.000	EQUIPMENT			21805		20055			11700						
13	350776		13		384746				-1623	186161	199091	385452		GROSS TOTAL	33		429794		45048	33		416616						
14					-									TRANSFER TO PURCHASER														
15	1665				1685					500	1185	1685		CONTRACTUAL			2575		890			2575						
16	950				1050					400	650	1050		MATERIALS & SUPPLIES			1080		30			1080						
17	89				1750					1626	-	1626		EQUIPMENT			21805		20055			11700						
18	2704				4485					2526	1835	4361		TOTAL TRANSFERS TO PURCHASER			25460		20975			15355						
19	4060				[illegible]					[illegible]	[illegible]	[illegible]		TRANSFER TO MAINTENANCE			7299		3010			6900						
20	50892				[illegible]					[illegible]	[illegible]	[illegible]		TRANSFER TO UTILITIES			55900		2700			55900						
21	57636				61926					29258	35245	64503		TOTAL TRANSFERS			88659		26685			78155						
22	292140		13		322820				-1623	156903	163846	320749		NET REQUEST	33		341135		18363	33		338461						
23																												
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25																												
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CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Board or Commission: PUBLIC WORKS — Bureau or Division: NORTH POINT SEWAGE TREATMENT PLANT — Appropriation No. 1,402 — Index No. 402

	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 48.2 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Em ployees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 4 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Current Level Request With 1960-1961 Budget (+) Increase	(-) Decrease Amount	(1) Number of Employees	(1) Rate	(1) Amount	(2) Number of Employees	(2) Rate	(2) Amount	(3) Number of Employees	(3) Rate	(3) Amount	Remarks	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	16	9	(1)	C. A. O.		(2)			(3)			
1						To Compensation Reserve			-1623				110.000	PERMANENT SALARIES															1
2	1	1	1	425	5100								B-408	GENERAL CLERK-STENOGRAPHER	1	425	5100	-		1	425	5100							2
3	1	2	1	335	4620								C-104	JANITOR	1	385	4620	-		1	385	4620							3
4	1	3	1	862	10728								F-527	SUPT. SEW. TREAT. PLANT	1	862	10728	1786		1	862	10728							4
5	1	4	1	950	11400								L-115	CHEMIST, SEW.TREAT. PLANT	1	950	11400	-379		1	950	11021							5
6	2	5	2	570	13680								L-130	WATER CHEMIST	2	570	13680	-183		2	570	13497							6
7	15	7	15	493	90152								0-166.1	JR. OPERATING ENGINEER	15	493	90152	-537		15	493	89615							7
8	6	8	6	556	41251								0-168.1	OPERATING ENGINEER	6	556	40965	-306		6	556	40965							8
9	1	9	1	693	7728								0-172	CHIEF OPERATING ENGINEER	1	693	8118	390		1	693	8118							9
10	(28) 170640		28		184709				-1623	88912	94174	183086		TOTAL PERMANENT SALARIES	28		185086	771		28		185086							10
11																													11
12																													12
13	328				385					99	286	385	111.000	ALLOWANCE FOR OVERTIME			627	242				627							13
14																													14
15																													15
16	4670				5138					3303	1835	5138	112.000	ALLOWANCE FOR HOLIDAYS			5271	133				5271							16
17	983				1025					532	493	1025	113.000	EXTENDED WORK WEEK & REPAIR SHIFTS			1066	41				1066							17
18	-				-					-	-	-	118.000	ALLOWANCE FOR MAINTENANCE			2620	2620				-							18
19													120.000	TEMPORARY SALARIES															19
20	6052				7384					4193	3191	7384		VACATION & SICK LEAVE RELIEF			7358	-26				7358							20
21																													21
22																													22
23		Salary Ord. Sec.# 48.3											130.000	WAGES (251 DAYS)															23
24	23404	10	4	24.36 32.20	24905					12184	12628	24812	J-4	LABORER	4	32.20	26110	1205	4	32.20	26110								24
25	38				50					13	37	50		LABORER, SEWER CLEANER WITH HAZ. PAY			50	-				50							25
26	3368				4282					2689	1593	4282		OVERTIME, SICK LEAVE RELIEF VACATION RELIEF			4290	8				4290							26
27	6812	11	1	25.04 34.48	7111					3508	3603	7111		CHAUFFER 1 29.36	1	34.48	7428	317		1	34.48	7428							27
28	1769				1853					1756	97	1853		OVERTIME, SICK LEAVE RELIEF VACATION LEAVE RELIEF			1932	79				1932							28
29	38896		5		38701					20150	17558	37708		TOTAL WAGES	5		44616	1529		5		44616							29
30																													30
31																													31
32																													32
33																													33
34																													34
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CONTROLLER'S FORM No. 4300

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1038

Department: PUBLIC WORKS — Bureau or Division: NORTH POINT SEWAGE TREATMENT PLANT — Appropriation Number: 1,427 — Sheet Number 3 of 5 Sheets — Index Number 427

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR CREDITS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Final 8 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (+, Decrease) Force	Amount	Recommended by Office Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Remarks
1													00,000	CONTRACTUAL SERVICES													
2	-				-					-	-	-	201.	Bridge Tolls			3		3			3					
3	-				3000					2114	886	3000	214	Maint. & Repairs, Specialized Structures & Processing Systems			3000		-			3000					
4	1647				1640					49	1148	1640	216	Repairs Auto Equipment P/S			1600		-40			1600					
5	-				-					-	-	-	216	Painting - Auto Equipment P/S			900		900			900					
6	44				75					71	4	75	216	Tire Recapping			124		49			109					
7	39				92					29	63	92	218	Repairs - Office Equipment			101		39			101					
8	9286				4000					1334	266	4000	219	Repairs North Point Plant Motors			-		-4000			-					
9	9031				12100					5681	6419	12100	219	Maintenance and Repair of Machinery & Equipment			13270		1170			13270					
10	-				-					-	-	-	219	Repairs North Point Lift Pumps			5360		5360			5360					
11	18				45					8	37	45	224	Reproduction - P/S			75		30			75					
12	40802				53200					25317	30383	55700	231	Heat-Light-Power P/U			55900		2700			55900					
13	43				26					16	10	26	235	Subscriptions			15		-11			15					
14	158				150					76	74	150	236	Towel Service			151		7			151					
15					-					10	-	10	262	Equipment Rental			-		-			-					
16	-										-	-	263	Equipment Rental - Boat			2160		2160			2160					
17	4040				5342					2833	3067	5342	269	Maint. Landscaped Areas P.W.			7299		2157			6900					
18	79628				79484					19613	41367	81980		Total Contractual			89958		10524			89544					
19	1665				1685					500	1185	1685		Transfer-Purchaser			2575		890			2575					
20	50897				53700					24137	30363	54500		Transfer-Utilities			55900		2700			55900					
21	4040				5689					2995	3907	6902		Transfer-Park-Recreation			7299		3010			6900					
22	46597				59154					27933	34595	62527		Total Transfers			65774		6600			65375					
23	33031				20846					11681	2771	14452		Net Request			24184		3924			24169					
24																											
25																											
26	21				140					69	71	140	201,000	Use of Employees' Cars			144		4			144					
27																											
28																											
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32																											
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35																											

CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1039

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: NORTH POINT SEWAGE TREATMENT PLANT — Appropriation Number: 1.5.2 — Sheet Number: 1 — Index Number: 1.27

Line Number	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget: Increase	Decrease	Recommended by Officer, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
1													300,000	MATERIALS AND SUPPLIES														1
2	401				370					199	171	370	301	Tires and Tubes, etc.			380	10										2
3	4982				3755					1774	1981	3755	303	Replacement & Spare Parts			6885	1130										3
4	3099				4000					445	3555	4000	304	Replacement & Spare Parts			6885											4
5	3455				2700					1090	1610	2700	305	Collective Mechanism			6994											5
6	950				1050					400	650	1050	306	Plant and Shop Supplies			3240	540										6
7	804				700					134	566	700	321	Fuels & Lubricants P/C			1080	30										7
8	49053				53200					23535	29665	53200	335	Janitorial Supplies			592	-100										8
9	648				725					282	443	725	361	Plant Chemicals			55500	2300										9
10	18				80					5	75	80	362	Laboratory Supplies			720	-5										10
11	63410				66580					27864	38716	66580	371	Stationery & Office Supplies			70	-10										11
12	950				1050					400	650	1050		TOTAL MATERIALS & SUPPLIES			75475	8095										12
13	62460				65530					27464	38066	65530		Transfer - Purchaser			1080	30										13
14														Net Request			74395	8065										14
15																												15
16																												16
17																												17
18																												18
19																												19
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CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1040

Department PUBLIC WORKS Bureau or Function NORTH POINT SEWAGE TREATMENT PLANT Appropriation Number 1.427 Sheet Number 5 of 5 Sheets Index Number 427

Line No.	Actual Expenditures 1958-1959	FISCAL YEAR 1960-1961 Budget Appropriations				Estimated Additional Appropriations or Deficiencies				EXPENDITURES 1960-1961 Actual 8 Months	Probable Last 4 Months	Total 12 Months	(1) DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962 Item Number or Code	Class Title or Description	Number of Employees	Rate	Amount Dollars Only	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (+) Increase (-) Decrease Number	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (+) Increase (-) Decrease Amount	Recommended by Office, Board, Commission or Department Number of Employees	Recommended by Office, Board, Commission or Department Rate	Recommended by Office, Board, Commission or Department Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Reserve
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	Eq				1750					1626	-	1626	060.000	EQUIPMENT					-1750									
2														NEW															
3													[illegible]	1-PORTABLE HOIST			170		170			170						
4													[illegible]	1-HYDRAULIC JACK			550		550			550						
5													[illegible]	1-TOOL MAKER			35		35			35						
6													[illegible]	1-ELEC. TRIMMER			45		45			-						
7													[illegible]	1-DIESEL DRIVEN PUMP			660		660			660						
8													[illegible]	1-TRUCK MOUNTED CRANE			85		85			85						
9													[illegible]	1-LABORATORY CART			60		60			-						
10														REPLACEMENT															
11													[illegible]	2-DUMP TRUCKS			20000		20000			10000						
12	89				1750					1626	-	1626		TOTAL EQUIPMENT			21805		20055			11700						
13	89				1750					1626	-	1626		TRANSFER TO PURCHASER			21805		20055			11700						
14	-				-					-	-	-		NET EQUIPMENT			-		-			-						
15																													
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BUDGET ESTIMATE INDEX NO. 427 OPPOSITE SHEET NO. 5 EXPLANATION SHEET 1041

[illegible] POINT SEWAGE TREATMENT PLANT

1959-60 EQUIPMENT

O.E.	DESCRIPTION	EXPEN-DITURES	O.E.	DESCRIPTION	BUDGET ALLOWANCE	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES
	REPLACEMENT			NEW			
426	5 - Ladders	$89.	422	1 - Impact Wrench	$230.	$137.	$137.
			422	1 - Torque Wrench	70.	41.	41.
				REPLACEMENT			
			444	1 - Water Pump	1450.	1448.	1448.
					$1750.	$1626.	$1626.

CONTROLLER'S FORM No. 6150

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1042

Department: PUBLIC WORKS Bureau or Division: RICHMOND-SUNSET SEWAGE TREATMENT PLANT Appropriation Number: 1,427 Sheet Number 1 of 5 Sheets Index Number 427

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Ref. Item No.	Number of Employees	Rate	Amount (Dollars Only)	APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual 6 Months (Dollars Only)	Estimated 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 Increase or (Decrease) Force	Amount	(2) BUDGET as Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only) C. A. O.	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reserve for Salaries
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														RECAPITULATION														
2	(16) 106048		16		115262				-721	54637	59854	114491	110.000	PERMANENT SALARIES	16		114446		-816	16		114446						
3	262				310					152	158	310	111.000	ALLOWANCE FOR OVERTIME			507		197			507						
4	2566				2742					1769	973	2742	112.000	ALLOWANCE FOR HOLIDAYS			2787		45			2787						
5	970				1025					532	493	1025	113.000	EXTENDED WORK WEEK			1046		21			1046						
6	-				-					-	-	-	118.000	ALLOWANCE FOR MAINTENANCE & REPAIR SHIFTS/			1674		1674			-						
7	3946				4293					1187	3106	4293	120.000	TEMPORARY SALARIES			4747		454			4747						
8	[illegible]		[illegible]		10911					15441	[illegible]	30883	130.000	WAGES	4		32598		1667	4		32598						
9	35676				41464					18561	23936	42497	200.000	CONTRACTUAL SERVICES			46936		5472			46519						
10	293				265					96	169	265	203.000	USE OF EMPLOYEES' CARS			276		11			276						
11	38147				40255					14429	25826	40255	300.000	MATERIALS AND SUPPLIES			40675		420			40628						
12	118[illegible]				2466				98	2355	225	2580	400.000	EQUIPMENT			8450		5990			8300						
13	212656		20		238807				-623	102549	130092	232641		SUB TOTAL	20		254142		15135	20		251854						
14	-				-					-	-	-	223	REPLACEMENT & RECONSTRUCTION			1210		1210			1210						
15	212656		20		238807				-623	102549	130092	232641		GROSS TOTAL	20		255352		16345	20		253064						
16														TRANSFER TO PURCHASER:														
17	1230				1005					408	597	1005		CONTRACTUAL			2225		1220			2225						
18	887				1015					418	597	1015		MATERIALS & SUPPLIES			1020		5			1020						
19	1182				2460				98	2355	225	2580		EQUIPMENT			8450		5990			8300						
20	3299				4480				98	3181	1419	4600		TOTAL TRANSFERS TO PURCHASER			11695		7215			11545						
21	4040				4289					2095	3047	5142		TRANSFER TO PARK-RECREATION			7299		3010			6900						
22	19582				19400					10111	10296	20407		TRANSFER TO UTILITIES			21400		2000			21400						
23	26921				28169				98	15387	14762	30149		TOTAL TRANSFER			40394		12225			39845						
24	190705		20		210638				-721	93862	117330	211192		NET REQUEST	20		214958		4120	20		213219						
25																													
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CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1043

Department, Board or Commission PUBLIC WORKS Bureau or Division RICHMOND-SUNSET SEWAGE TREATMENT PLANT Appropriation Number 1.427 Sheet Number 2 of 4 Sheets Index Number 427

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Number of Employees	Salary Ord Sec. No. 48.2 Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Increase or Decrease WITH 1960-1961 Budget Less Line 8 (-) Decrease Force	Amount	(1) Budget Year as Requested by Department Number of Employees	Rate	Amount (Dollars Only)	(2) Budget Year as Recommended by the Mayor Number of Employees	Rate	Amount	(3) Budget Year as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1						To Compensation Reserve			-271				110,000	PERMANENT SALARIES															1
2	1	1.1	1	341 415	4840								B-512	GENERAL CLERK-TYPIST	1	341 415	4980		140	1	341 415	4980							2
3	1	3	1	862 1047	12564								F-527	SUPT. SEW. TREAT. PLANT	1	862 1047	12564		-	1	862 1047	12564							3
4	1	4	1	782 950	11400								L-115	CHEMIST, SEW. TREAT. PLANT	1	782 950	11021		-379	1	782 950	11021							4
5	1	5	1	469 570	6840								L-130	WATER CHEMIST	1	469 570	6748		-92	1	469 570	6748							5
6	5	7	5	405 493	30051								O-166.1	JR. OPERATING ENGINEER	5	405 493	29972		-129	5	405 493	29972							6
7	6	8	6	458 556	41251								O-168.1	OPERATING ENGINEER	6	458 556	40965		-186	6	458 556	40965							7
8	1	9	1	570 693	8316								O-172	CHIEF OPERATING ENGINEER	1	570 693	8316		-	1	570 693	8316							8
9	(14) 106048		16		115262				-271	54637	59854	114491		TOTAL PERMANENT SALARIES	16		114986		-446	16		114986							9
10																													10
11																													11
12	267				310					152	158	310	111,000	ALLOWANCE FOR OVERTIME			307		122			307							12
13																													13
14																													14
15	2566				2742					1769	973	2742	112.000	ALLOWANCE FOR HOLIDAY			2787		45			2787							15
16	978				1025					532	493	1025	113.000	EXTENDED WORK WEEK			1046		21			1046							16
17	-				-					-	-	-	118.000	ALLOWANCE FOR MAINTENANCE / SPLIT SHIFTS			1671		1671			-							17
18													120.000	TEMPORARY SALARIES															18
19	3846				4293					1187	3106	4293		VACATION & SICK LEAVE RELIEF			4747		454			4747							19
20																													20
21																													21
22		Salary Ord. Sec. #48.3											130.000	WAGES (253 DAYS)															22
23	11702	10	2	24.36 32.20	12453					6091	6314	12405	O-4	LABORER 29.80	2	24.36 32.20	13094		641	2	24.36 32.20	13094							23
24	5833	10.1	1	24.36 K25.80	6226					3009	3157	6166	O-4	LABORER 29.80	1	K25.80	6727		161	1	K25.80	6727							24
25	3003				3820					2225	1595	3820		OVERTIME, SICK LEAVE RELIEF VACATION LEAVE RELIEF			4329		509			4329							25
26	7286	11	1	25.04 34.48	7616					3760	3856	7616		CHAINMAN 1 at 31.36	1	25.04 34.48	7734		118	1	25.04 34.48	7734							26
27	799				816					386	430	816		OVERTIME, SICK LEAVE RELIEF VACATION LEAVE RELIEF			774		-42			774							27
28	28623		4		30931					15531	15352	30883		TOTAL WAGES	4		32598		1667	4		32598							28
29																													29
30																													30
31																													31
32																													32
33																													33
34																													34
35																													35

CONTROLLER'S FORM No. 4700

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1044

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: RICHMOND-SUNSET SEWAGE TREATMENT PLANT — Appropriation Number: 1,427 — Sheet Number 3 of 5 Sheets — Index Number 427

Line No.	Actual Expenditure 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ordinance No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	C. A. O. 20	21	22	23	24	25	26	27	28	
1													200.000	CONTRACTUAL SERVICES															1
2	-				-					-	-	-	201	Bridge Tolls			3	3			3								2
3	-				3500					1244	2256	3500	214	Maint. & Repairs, Specialized Structures & Processing Systems			3380	-120			3380								3
4	1201				960					396	564	960	216	Repairs Auto Equipment P/S			1450	490			1450								4
5	-				-					-	-	-	216	Painting - Auto Equipment P/S			700	700			700								5
6	76				100					-	100	100	216	Tire Recapping			144	44			126								6
7	67				51					19	52	71	218	Repairs - Office Equipment			73	22			73								7
8	10501				12098					4600	7498	12098	219	Maintenance and Repair of Machinery & Equipment			12217	119			12217								8
9	29				45					12	33	45	224	Reproduction - P/S			75	30			75								9
10	19582				19400					10111	10296	20407	231	Heat-Light-Power P/U			21400	2000			21400								10
11	32				34					8	16	24	235	Subscriptions			44	20			44								11
12	148				144					78	74	150	236	Towel Service			151	7			151								12
13													242	Equipment Rental			-	-			-								13
14	4040				5342					3095	3047	6142	269	Maint. Landscaped Areas P/R			7299	2157			6900								14
15	35626				41466					18561	23936	42497		Total Contractual			46936	5472			46519								15
16	1230				1005					408	492	1005		Transfer-Purchaser			2225	1220			2225								16
17	19582				19400					10111	10296	20407		Transfer-Utilities			21400	2000			21400								17
18	4040				4289					3095	3047	6142		Transfer-Park-Recreation			7299	3010			6900								18
19	24852				24694					12614	13940	26554		Total Transfers			30924	6230			30525								19
20	10874				16776					5947	9996	15943		Net Request			16012	-758			15994								20
21																													21
22																													22
23																													23
24	293				265					96	169	265	203.000	Use of Employees' Cars			276	11			276								24
25																													25
26																													26
27																													27
28																													28
29																													29
30																													30
31																													31
32																													32
33																													33
34																													34
35																													35

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1045

Dept. Board or Commission PUBLIC WORKS Bureau or Division RICHMOND-SUNSET SEWAGE TREATMENT PLANT Appropriation Number 1427 Sheet Number 4 of 5 Sheets Index Number 427

Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget (+) Increase		(2) Recommended by Office Bud. & Comm. — Mayor's Final: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Rate and Index	Line Number
												300.000	MATERIALS AND SUPPLIES															1
248				205					184	21	205	301	Tires and Tubes, Etc.			667		462										2
3387				3725					1249	2476	3725	303	Replacement & Spare Parts			4230		505			4230							3
1461				1275					-	1275	1275	303	Replacement & Spare Parts Collective Mechanism			1940		665			1940							4
2653				2800					923	1877	2800	306	Plant and Shop Supplies			900		190			2990							5
887				1015					418	597	1015	321	Fuels & Lubricants P/S			1030		5			1020							6
591				475					207	268	475	335	Janitorial Supplies			580		105			580							7
28011				29860					11004	18856	29860	361	Plant Chemicals			28968		-892			28968							8
591				800					402	398	800	362	Laboratory Supplies			800		-			800							9
318				100					42	58	100	371	Stationery & Office Supplies			100		-			100							10
38147				40255					14429	25826	40255		TOTAL MATERIAL & SUPPLIES			40255		420			40675							11
887				1015					418	597	1015		Transfer - Purchaser			1030		5			1020							12
37260				39240					14011	25229	39240		Net Request			39655		415			39655							13

CONTROLLER'S FORM No. 4056

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1046

Department: PUBLIC WORKS Bureau or Division: RICHMOND-SUNSET SEWAGE TREATMENT PLANT Appropriation Number 1.427 Sheet Number 5 of 5 Sheets Index Number 427

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	Budget 1960-1961 Number of Employees	Budget 1960-1961 Rate	Budget 1960-1961 Amount (Dollars Only)	Supplemental Appropriations 1960-1961 Number of Employees	Supplemental Appropriations 1960-1961 Rate	Supplemental Appropriations 1960-1961 Amount (Dollars Only)	Expenditures 1960-1961 Actual First 8 Months (Dollars Only)	Expenditures 1960-1961 Estimated Last 4 Months (Dollars Only)	Expenditures 1960-1961 Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Amount	Recommended by Office, Board, Commission or Department Number of Employees	Recommended by Office, Board, Commission or Department Rate	Recommended by Office, Board, Commission or Department Amount (Dollars Only) C. A. O.	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	1100			460								MACHINE EQUIPMENT					-2460												
2												NEW																	
3												2 - Office Machine Stands			70		70			-								
4												5 - Io Kors			175		175			175								
5												1 - Machine Lathe			6500		6500			6500								
6												1 - Pipette Washer			80		80			-								
7												REPLACEMENT																	
8												1 - Portable Pump			550		550			550								
9												1 - Centrifuge			590		590			590								
10												1 - Photoelectric Colorimeter			350		350			350								
11												1 - Air Pump			135		135			135								
12	1100			460								TOTAL EQUIPMENT			8450		5990			8300								
13	1100			460								TRANSFER TO PURCHASER			8450		5990			8300								
14				-								NET EQUIPMENT			-		-			-								

BUDGET ESTIMATE INDEX NO. 427 OPPOSITE SHEET NO. 5 EXPLANATION SHEET 1047

RICHMOND-SUNSET SEWAGE TREATMENT PLANT

1959-60 EQUIPMENT

O.E.	DESCRIPTION	ACTUAL EXPENDITURES
	REPLACEMENT	
484	1- Sterilizer	$1182.

1960-61 EQUIPMENT

O.E.	DESCRIPTION	BUDGET ALLOWANCE	MODIFICATION		ACTUAL EXPENDITURES	PROBABLE EXPENDITURES
	NEW					
444	1 - Transformer	$250.			$256.	$256.
	REPLACEMENT					
426	3 - Ladders	85.			82.	82.
442	1 - Refrigerator	225.			-	225.
456	1 - Sedan,Delivery	1900.	7.7.60 Trf.#81	$98.	2017.	2017.
		$2460.		$98.	$2355.	$2580.

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1048

Department Board or Commission PUBLIC WORKS Bureau Division SOUTHEAST SEWAGE TREATMENT PLANT Appropriation Number 1.427 Sheet Number 1 of 5 Sheets Index Number 427

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	Fiscal Year 1960-1961 Budget Appropriation Salary and Wage Item No.	Number of Employees	Rate	Amount (Dollars Only)	Adjustments Proposed Appropriation Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 6 Months Actual (Dollars Only)	Expenditures 6 Months Estimate (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	Departmental Budget Estimate for Fiscal Year 1961-1962 Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 15 (+) Increase (-) Decrease Percent	Amount	(2) Budget as Recommended by Mayor Number of Employees	Rate	Amount (Dollars Only)	(3) Budget as Adopted by Board of Supervisors Number of Employees	Rate	Amount (Dollars Only)	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C. A. O. 21	22	23	24	25	26	27	28	
1														RECAPITULATION														
2	(46) 276076		46		99139				393	49693	49693	99386	110,000	PERMANENT SERVICE	41		267516	-5	-31823	41		267516							
3	638				430					179	251	36	111,000	ALLOWANCE FOR OVERTIME			866		336			866							
4	8018				10115					6840	3297	9797	111,000	ALLOWANCE FOR HOLIDAYS			7193		-2922			7193							
5	965				1025					520	492	1012	111,000	EXTENDED WORK WEEK			1046		21			1046							
6													115,000	ALLOWANCE FOR MAINTENANCE / APPEAR SHIFTS			5071		5071			-							
7	1937				12883					6670	6213	12883	120,000	TEMPORARY SALARIES			12712		-111			12712							
8	33336		4		36439					17898	18012	36190	130,000	FARES	4		31050	-1	-5279	4		31050							
9	75807				87995					39998	46000	85998	200,000	CONTRACTUAL SERVICES			86530		-1424			85995							
10	63				195					60	135	195	201,000	USE OF EMPLOYEES' AUTOS			180		-15			180							
11	54011				64335					31161	33180	64341	300,000	MATERIALS AND SUPPLIES			64535		9220			64531							
12	24				250					192	-	192	400,000	EQUIPMENT			3960		3710			2460							
13	443501		51		501375				2121	244141	267253	508486		GROSS TOTAL	45		480609	-6	-23266	45		473549							
14														TRANSFER TO PURCHASER:														
15	651				300					96	204	300		CONTRACTUAL			780		480			780							
16	258				635					400	235	635		MATERIALS & SUPPLIES			650		15			650							
17	24				250					192	-	192		EQUIPMENT			3960		3710			2460							
18	2433				1185					648	479	1127		TOTAL TRANSFERS TO PURCHASER			5390		4205			3890							
19	5386				13017					4551	4665	9216		TRANSFER TO PARK-RECREATION			9734		4017			9200							
20	52822				52800					26430	26470	52900		TRANSFER TO UTILITIES			48100		-4300			48100							
21	60116				59102					29611	31571	61182		TOTAL TRANSFERS			63224		1922			61190							
22	383185		51		442273				2121	213530	235682	449212		NET BUDGET	45		417385	-6	-27188	45		412359							
23																													
24																													
25																													
26																													
27																													
28																													
29																													
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33																													
34																													
35																													

CONTROLLER'S FORM No. 4210

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department PUBLIC WORKS — Bureau or Division SOUTHEAST SEWAGE TREATMENT PLANT — Appropriation Number 1422 — Page Number 4.17

Item No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Increase or Decrease Over Budget Year 1960-1961: Number	Amount	Number of Employees	Rate	Amount (Dollars Only)	Mayor's Recommendation: Number of Employees	Rate	Amount	Board of Supervisors' Action: Number of Employees	Rate	Amount	Remarks	Item No.
1						To Compensation Reserve			-2393				110.000	PERMANENT SALARIES															1
2	1	1	1	350 425	5100								B-408	GENERAL CLERK-STENOGRAPHER	1	425	5100			1	425	5100							2
3	1	2	1	318 385	4566								C-104	JANITOR	1	385	4620		54	1	385	4566							3
4	1	3	1	1047	12564								F-527	SUPT. SEW. TREAT. PLANT	1	1047	12564			1	1047	12564							4
5	1	4	1	950 1182	11400								L-115	CHEMIST, SEW. TREAT. PLANT	1	782 938	11020		180	1	782 938	11020							5
6	3	5	3	570 605	20358								L-130	WATER CHEMIST	3	570 605	20346		-114	3	570 605	20346							6
7	28	6	28	423 458	168283								O-166.1	JR. OPERATING ENGINEER	28	423 458	137407		-1	28	423 458	137407							7
8	10	8	10	558	69252								O-167.1	OPERATING ENGINEER	10	558	69241		-11	10	558	69241							8
9	1	9	1	570 693	8316								O-172	CHIEF OPERATING ENGINEER	1	693	8316			1	693	8316							9
10	224026 (46)		46		299339				-2393	142223	154723	296946		TOTAL PERMANENT SALARIES	41		267516	-5	-114.1	41		267516							10
11																													11
12																													12
13	438				530					119	411	530	111.666	ALLOWANCE FOR OVERTIME			506		136			506							13
14																													14
15																													15
16	8918				10115					6440	3357	9797	112.000	ALLOWANCE FOR HOLIDAY			7193		-272			7193							16
17	915				1025					520	492	1012	113.000	EXTENDED WORK WEEK			1006		1			1006							17
18	-				-					-	-	-	118.000	ALLOWANCE FOR VACATION AND SICK LEAVE PURPOSES			5021		5021										18
19													120.000	TEMPORARY SALARIES															19
20	12937				12823					4470	8353	12823		[illegible]			1271		-114			1271							20
21																													21
22																													22
23													130.000	WAGES (CITY WORK)															23
24	29255	10	5	94.36 82.20	31133					15208	15786	30994	[illegible]	LABORER	29.80	4	82.20	26116	-1	-5[illegible]	4	82.20	26116							24
25	347				450					99	351	450		[illegible]			450		-			450							25
26	3732				4746					2571	175	4746		[illegible]			72		196			[illegible]							26
27	33334		5		36129					12879	1[illegible]	[illegible]		[illegible]			[illegible]		[illegible]	4		31660							27
28																													28
29																													29
30																													30
31																													31
32																													32
33																													33
34																													34
35																													35

CONTROLLER'S FORM No. 4110

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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Department Division COURT-HOUSE & JAIL MAINTENANCE PLANT Appropriation Number 1427 Sheet Number 3 of 5 Sheets Index Number 427

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Number of Employees	Rate	Amount (Dollars Only)	FISCAL YEAR 1960-1961 SUPPLEMENTAL APPROPRIATIONS OR TRANSFERS: Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Col. A and B (-) Decrease: Force	Amount	Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Remarks
1											00.000	CONTRACTUAL SERVICES							C. A. O.							
2	-			-				-	-	-	201	BRIDGE TOLLS			9		9			9						
3	-			[illegible]				[illegible]	[illegible]	1750	14	Maint. & Repairs, Specialized Structures & Processing Systems			3000		-750			3000						
4	60			1[illegible]				[illegible]	168	[illegible]9	36	Repairs Auto Equipment P/S			480		265			480						
5	-			-				-	-	-	10	Painting - Auto Equipment P/S			200		200			200						
6	[illegible]			[illegible]				-	[illegible]9	[illegible]9	216	Tire Recapping			16		-9			15						
7	32			62				8	69	77	218	Repairs - Office Equipment			95		33			95						
8	11988			[illegible]600				[illegible]95	14[illegible]5	[illegible]600	219	Maintenance and Repair of Machinery & Equipment			23508		-492			23508						
9	49			85				9	76	85	224	Reproduction - P/S			100		15			100						
10	12[illegible]97			[illegible]600				[illegible]1[illegible]	8910	[illegible]900	231	Heat-Light-Power P/U			48100		-4300			48100						
11	-			5				11	13	24	35	Subscriptions			15		-9			15						
12	98			8				1[illegible]	1[illegible]5	305	36	Towel Service			303		15			303						
13	1[illegible]			[illegible]0				100	150	250	42	Equipment Rental			250		-			250						
14	-			-				-	-	-	44	Equipment Rental - Iout			720		220			720						
15	[illegible]36			[illegible]60[illegible]				[illegible]721	[illegible]5[illegible]	[illegible]6[illegible]	462	Maint.Landscaped Areas P/S			9234		2829			9200						
16	2[illegible]5[illegible]0			[illegible]2[illegible]4				[illegible]2[illegible]0	[illegible]2[illegible]8	[illegible]6[illegible]0		Total Contractual			86530		-1424			85995						
17	651			100				26	54	100		Transfer Purchases			780		480			780						
18	57[illegible]97			52[illegible]00				26170	28730	54900		Transfer-Utilities			48100		-4300			48100						
19	5[illegible]86			5[illegible]12				2291	4062	[illegible]352		Transfer -Park-Recreation			9234		4017			9200						
20	63534			58[illegible]17				29019	33036	62055		Total Transfers			58614		197			58080						
21	18223			29[illegible]32				10[illegible]29	12952	28[illegible]31		Net Request			27916		-1621			27915						
22																										
23																										
24	63			1[illegible]5				60	11[illegible]	1[illegible]5	03.464	Use of Employees' Cars			180		-15			180						
25																										
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CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1051

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: SOUTHEAST SEWAGE TREATMENT PLANT — Appropriation Number: 1,437 — Sheet No. 1 of 1 Sheets — Index No. 437

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	With (+) or Without (-) Budget Increase (-) Decrease Force	Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR Number of Employees	Rate	Amount	(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS Number of Employees	Rate	Amount	Rate per Cent Hours	Line No.
1													300.000	Material and Supplies												1
2	58				-					-	-	-	301	Tires and Tubes, Etc.			10									2
3	4532				4520					1090	3430	4520	303	Equipment & Spare Parts			4520									3
4	2806				5225					130	5095	5225	303	Replacement & Spare Parts Collective Bargaining			5225									4
5	5034				6000					2202	3798	6000	306	Plant and Shop Supplies			6000									5
6	258				635					400	235	635	321	Fuels & Lubricants P/			635									6
7	835				800					292	508	800	335	Janitorial Supplies			800									7
8	34351				36940					17252	19688	36940	361	Plant Chemicals			42250									8
9	1622				975					267	708	975	362	Laboratory Supplies			980									9
10	165				220					-	220	220	371	Stationery & Office Supplies			30									10
11	45011				55315					22133	33182	55315		TOTAL MAT. INS. & SUPP.			66351									11
12	258				635					400	235	635		Transfer - Purchaser			635									12
13	44253				54680					21733	32947	54680		Net Request			65716									13
14																										14
15																										15
16																										16
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35																										35

CONTROLLER'S FORM No. 4310

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1052

Department, Board or Commission PUBLIC WORKS Bureau or Division SEWAGE TREATMENT PLANT Appropriation Number 1.427 Sheet Number 5 of 5 Sheets Index Number 427

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Salary Ord. Sec. No. Item No.	No. of Employees	Rate	Amount	DEPARTMENTAL APPROPRIATION FOR 12 MONTH PERIOD Rate	No. of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Past 8 Months (Dollars Only)	Estimated Next 4 Months	Estimated for Year	Transfer or Code No.	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	No. of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (=) Decrease Force	Amount	Recommended by Office Board Commission or Department No. of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor No. of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors No. of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	C. A. O. 22	23	24	25	26	27	28
1	24				250					192	-	192	400.000	EQUIPMENT				-250										
2														NEW														
3													420	1-RADIATION SCALER			1600	1600				1600					
4													422	2-RATCHET HOISTS			310	310				310					
5													424	1-INCUDATOR			550	550				550					
6													426	1-GAS CHROMATOGRAPH			1500	1500				-					
7	24				250					192	-	192		TOTAL EQUIPMENT			3960	3710				2460					
8	24				250					192	-	192		TRANSFER TO PURCHASER			3960	3710				2460					
9	-				-					-		-		NET EQUIPMENT			-	-				-					
10																											
11																											
12																											
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SOUTHEAST SEWAGE TREATMENT PLANT

1959-60 EQUIPMENT			1960-61 EQUIPMENT				
O. E.	DESCRIPTION	ACTUAL EXPENDITURES	O. E.	DESCRIPTION	BUDGET ALLOWANCE	ACTUAL EXPENDITURES	PROBABLE EXPENDITURES
	REPLACEMENT			NEW			
454	1-Hand Truck	$24.	422	2-Electric Drills	$250.	$192.	$192.

CONTROLLER'S FORM No. 4130

1054

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission PUBLIC WORKS — Bureau or Division SEWER REPAIR & SEWAGE TREATMENT SEWAGE & WASTE TREATMENT DIVISION — Appropriation Number 1.427 — Sheet Number C1 of C1 Sheets — Index Number 427

Line No.	Actual Expenditures 1959 - 1960 (Dollars Only)	Salary Ord. Sal. No.	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount (Dollars Only)	Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 - 1961 Budget Cols. 2 and 3 (—) Decrease: Number of Employees	Comparison of Request With 1960 - 1961 Budget Cols. 2 and 3 (—) Decrease: Amount	Recommended by Office Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
		9	5	6	8	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	C. A. O. 21	22	23	24	25	26	27	28
1																												
2												171,000 REPLACEMENT & RECONSTRUCTION																
3												RICHMOND-SUNSET PLANT																
4												Replace Splash Hoods on Sludge Thickening Tanks			590		590			590		590						
5												Replace Metal Enclosure on Coal Bar Deck			620		620			620		620						
6												REPLACEMENT & RECONSTRUCTION TOTAL			1210		1210			1210		1,210						
7																												
8																												
9																												
10																												
11																												
12																												
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A CONTRACTUAL - REPLACEMENT AND RECONSTRUCTION OF STRUCTURES AND SYSTEMS OTHER THAN BUILDINGS.

AMOUNT REQUESTED: $1210

RICHMOND-SUNSET

		PRIORITY
(a) REPLACE SPLASH HOODS ON SLUDGE RECEIVING WELL ON RAW SLUDGE THICKENING TANKS. EXISTING HOOD IS CORRODED BEYOND REPAIR ALLOWING RAW SEWAGE SLUDGE TO SPLASH ON OPERATORS.	590	1
(b) REPLACE METAL ENCLOSURE ON EAST BAR RACK. EXISTING ENCLOSURE IS CORRODED BEYOND REPAIR ALLOWING ODORS TO ESCAPE AND EXPOSING MOVING MACHINERY IN VIOLATION OF STATE SAFETY ORDERS.	620	1

THIS REPAIR WORK CANNOT BE DONE UNDER BOND ISSUE FUNDS

ESTIMATED WORK PROGRAM
1961-62
SEWER REPAIR DIVISION
BUREAU OF SEWER REPAIR AND SEWAGE TREATMENT

	1956-57		1957-58		1958-59		1959-60		6 MONTHS 1960-61		ESTIMATED 1961-62	CREWS	
	% OF TIME	WORK ACCOMPLISHED	% OF TIME	WORK ACCOMPLISHED	% OF TIME	WORK ACCOMPLISHED	% OF TIME	WORK ACCOMPLISHED	% OF TIME	WORK ACCOMPLISHED	WORK ACCOMPLISHED	NUMBER	COMPOSITION
SEWER CLEANING													
CLEAN MAIN SEWERS (FEET)	90	156,023	92.5	152,389	86.2	431,458	90.7	429,029	92.3	246,170	430,000	6	2 SEWER CLEANERS 1 LABORER
CLEAN AT PUMPING STATIONS AND TREATMENT PLANTS, MISCELLANEOUS WORK, SHOP TIME	10		7.5		13.8		9.3		7.7				
KNOCKOUT OPERATIONS													
CLEAN CATCH BASINS	76	19,541	75	18,487	74	18,123	67.6	16,675	67.4	7,674	16,000	8	1 CHAUFFEUR 2 LABORERS
MISCELLANEOUS PUMPING, WET DOWN TRENCHES, SHOP TIME	24		25		26		32.4		32.6				
SERVICE													
SERVICE COMPLAINTS (CALLS)	54	6,742	48	6,429	51	6,287	55	6,341	51.6	3,170	6,300	5	1 SEWER CLEANER 1 CHAUFFEUR 1 LABORER
OTHER SEWER WORK, SHOP TIME	46		52		49		45		48.4				
CRIBBING WORK													
REPAIR TILE SEWERS (FEET) AND CRIB STRUCTURES	100	7,694	100	9,293 (3)	100	7,031	100	7,204	100	3,849	7,500	1 8 TO 12	1 R & P ENGINEER 2 OR MORE CRIBBERS
BRICKLAYER WORK													
REPAIR BRICK SEWERS (FEET)	62	14,203	68	17,020	64	12,048	54	14,536	76	7,606	15,000	4	1 BRICKLAYER 2 HODCARRIERS
REPAIR STRUCTURES	18	476	19	703	21	971	28.5	930	24.3	557			
BUILD STRUCTURES	15	35	13	27	15	26	12.5	22	9.7	11		2	1 BRICKLAYER 1 HODCARRIER
SIDE SEWER WORK													
CONSTRUCT SIDE SEWERS	76	368	73	357	72	354	78.5	464	81.8	209	(1)	VARIABLE	2 CRIBBERS
REPAIR SIDE SEWERS	21	130	23	137	26	158	19.9	158	16.8	59	(1)		
MAKE CONNECTIONS	3	39	4	53	2	43	1.6	35	1.4	15	(1)		
GAS DETECTION													
TEST MANHOLES	59	7,327	73	9,742	46	6,722	42	5,982	25.8	1,277 (2)	2,500	1	1 WATER CHEMIST 1 LABORER
OTHER TESTS, INSPECTIONS AND OFFICE WORK	41		27		54		58		74.2				
MAINTAIN AND REPAIR STRUCTURES													
OUTFALLS OTHER STRUCTURES	NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NONE
MOSQUITO ABATEMENT AND SEWER INSPECTION	NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE	1	1 SEWER CLEANER 1 LABORER
MISCELLANEOUS YARD SERVICE WORK NOT REGULARLY SCHEDULED OR NORMALLY ASSIGNED	NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE		NOT APPLICABLE	1	1 LABORER

REMARKS: (1) SIDE SEWER WORK IS PAID FOR BY PROPERTY OWNERS AND DEPENDS UPON BUILDING ACTIVITY.
(2) GAS DETECTION EQUIPMENT IS NOW OPERATED BY ALL PERSONNEL ENTERING MANHOLES BUT SUCH TESTS ARE NOT RECORDED. THE GAS DETECTION UNIT SUPERVISES THIS FUNCTION. THUS, ALTHOUGH THE NUMBER OF TESTS IN THE RECORD IS GREATLY REDUCED, THE ACTUAL NUMBER OF TESTS IS GREATLY INCREASED.
(3) CRIBBING WORK IN STRUCTURES IS NOT SHOWN. 1957-58 SEWER FOOTAGE IS HIGH BECAUSE OF FAILURES FROM HEAVY RAINS.

429
INDEX NO. [illegible] - D.P.W. BUREAU OF SEWER REPAIR

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	19,130	21,324	21,155	29,063	29,801	32,537	36,193	37,049	39,008	38,340	41,957	[illegible]	[illegible]	53,115	57,033	54,286	57,810
Number of Employments	(4)	(4)	(4)	(5)	(5)	(5)	(5)	(6)	(6)	(6)	(6)	(6)	(7)	(7)	(7)	(7)	(7)
Allowance for Overtime	-	386	550	720	877	1,412	1,081	1,769	1,738	1,143	1,657	1,819	1,813	2,215	1,699	2,468	2,094
Holiday Pay	-	-	405	304	464	447	700	277	404	160	290	214	309	330	462	499	506
Temporary Salaries	-	-	-	-	-	-	-	-	-	-	-	2,019	-	-	-	-	-
Military Leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wages	219,392	223,171	230,867	291,827	330,733	396,697	418,139	401,465	406,560	428,982	447,683	[illegible]	[illegible]	530,382	603,731	633,166	664,770
Number of Employments	(105)	(106)	(126)	(127)	(133)	(133)	(133)	(130)	(130)	(124)	(116)	(117)	(117)	(117)	(122)	(121)	(121)
Retroactive Wages											6,413	-	-	-	-	-	-
Truck Team Hire	34,790	35,338	37,240	42,375	49,540	55,228	58,161	55,653	59,505	58,624	60,117	62,794	72,938	63,774	37,048	40,391	40,966
Maint. & Repair of Other Structures - Sewers	-	-	-	-	-	1,242	-	-	4,575	5,641	5,995	[illegible]	974	836	2,915	1,162	1,073
Maintenance & Repair of Auto. Equipment	4,703	9,314	11,376	14,244	19,255	21,534	20,207	19,782	19,904	21,688	21,419	[illegible]	[illegible]	24,762	23,618	25,906	26,207
Other Contractual Services	205	1,364	952	1,095	2,137	1,529	2,016	2,163	2,870	3,944	3,975	3,193	4,797	3,635	2,519	2,724	2,351
Gasoline & Oil	1,745	2,459	3,488	4,669	6,737	9,059	9,665	9,242	9,401	9,965	10,536	10,905	11,151	11,694	13,161	12,882	12,603
Other Materials & Supplies	23,100	26,559	23,568	25,676	29,062	33,154	34,855	33,706	36,768	35,564	32,811	31,312	[illegible]	40,220	42,715	40,369	37,629
Equipment	54,445	7,924	3,820	8,249	43,768	6,524	7,928	14,885	12,282	8,508	8,596	[illegible]	[illegible]	39,285	26,530	14,077	32,035
Insurance	-	385	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services of Other Departments	6,554	5,615	6,300	6,779	7,203	7,853	8,591	8,152	9,173	8,922	9,389	9,525	10,021	10,527	11,099	-	-
TOTAL	364,064	333,839	339,741	425,001	519,077	567,236	595,336	609,163	602,158	617,681	650,728	[illegible]	[illegible]	780,806	826,130	836,930	880,124
							SIDE SEWERS										
TEARING UP STREETS	56,578	47,945	66,040	123,975	132,306	170,237	149,018	141,820	125,490	114,148	108,555	[illegible]	[illegible]	125,726	116,418	140,466	179,439

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1058

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT PLANT / SEWER REPAIR DIVISION — Appropriation Number 1.429 — Sheet Number 1 of 6 Sheets — Index Number 429

Line No.	Actual Expenditures 1958-1960 (Six-fore Units)	FISCAL YEAR 1960-1961 BUDGET Salary Grad. Sec. No. Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	C. A. O. Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27
1														RECAPITULATION													
2	(7) 70110		7	70407				-299	34576	35532	70108	110.000	PERMANENT SALARIES	7		72374		1967	7		72374	7		74,936			✓
3	2091			2500					917	1551	2500	111.000	ALLOWANCE FOR OVERTIME			3569		1069			3400			2,575			✓
4	500			726				57	585	198	783	112.000	ALLOWANCE FOR HOLIDAYS			618		-108			618			618			
5	664770		121	714051					350434	361421	711855	130.000	WAGES	123		760330	2	46279	123		760330	121		741,475			✓
6	16631			10108					19147	22105	41252	200.000	CONTRACTUAL SERVICES			43957		5849			42752			40,252			
7	-			-				6000	1078	4922	6000	200.001	CONTRACTUAL SERVICES			-		-			-			-			
8	40966			42590					21552	23548	45100	204.000	TRUCK HIRE			47057		4467			47057			46,014			✓
9	50312			53000					27462	27838	55300	300.000	MATERIALS AND SUPPLIES			57905		4905			57305			54,410			✓
10	32035			19300				-98	6780	32180	38960	400.000	EQUIPMENT			14903		-24397			14903			9,803			✓
11	880124		128	960682				5660	462561	509297	971858		GROSS TOTAL	130		1000713	2	40031	130		998739	128		970,083			787
12	27837			27408					14443	15909	30352		TRANSFER TO PURCHASER - CONTRACTUAL			31465		4057			30402			29,352			✓
13	12683			12300					6167	6133	12300		TRANSFER TO PURCHASER - MATERIALS & SUPPLIES			13465		1165			13000			12,300			✓
14	32035			19380				-98	6780	32180	38960		TRANSFER TO PURCHASER - EQUIPMENT			14903		-24397			14903			9,803			47
15	72555			79008				-98	27390	54222	81612		TOTAL TRANSFERS TO PURCHASER			59833		-19175			58305			51,455			57
16	807569		128	881674				5758	435171	455075	890246		NET REQUEST	130		940880	2	59206	130		940434	128		918,628			✓
17																											
18																											
19																											
20																											
21													TEARING UP STREETS														
22	175438			100000					77288	22712	100000		SIDE SEWERS			100000		-			100000			100,000			✓
23													RECEIPTS FROM DEPOSITS														
24													ALLOCATED TO APPROPRIATION														
25																											
26																											
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CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1059

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT / SEWER REPAIR DIVISION — Appropriation Number: 1,429 — Sheet Number: 4 of 6 Sheets — Index Number: 429

Line Number	Actual Expenditures 1958 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. 48 — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 9 and 10 ( ) Decrease: Force	Amount	(2) Changes made by Mayor's Recommendations: Number of Employees	Rate	Amount (Dollars Only)	(3) Decisions Recommended by the Mayor: Number of Employees	Rate	Amount	(3) Decisions Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Notes	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
1	No. of Employees 1959-60					To Compensation Reserve			-299				10,000	PERMANENT SALARIES																	1
2	1	1	1	1099 1317	15093								F216	Supt. Bureau of Sewer Rep. & Sewage Treatment	1	1099 1337	15780	69%		1	1099 1337	15780	1	1154 1404	16,500				A	2
3	1	1.1	1	469 570	6878								L130	Water Chemist	1	469 570	6878	-		1	469 570	6878	1	495 599	7,220					3
4	3	2	3	660 802	27220								0208	General Foreman, Sewer Connections and Repairs	3	660 802	28492	1.2%		3	660 802	28492	3	695 842	29,912				A	4
5	2	3	2	728 884	21216								0214	Assistant Supt., Bureau of Sewer Repair	2	728 884	21216	-		2	728 884	21216	2	728 884	21,216					5
6	(7) 5210		7		70407				-299	34526	35532	20108		TOTAL PERMANENT SALARIES	7		74,430	1.8%		7		74,430	7		74,930					6
7																														7
8																														8
9	2094				2500					947	1553	2500	11.00	ALLOWANCE FOR OVERTIME EMERGENCY			1569	10%				1400			2,575				B	9
10																														10
11																														11
12																														12
13	506				726	11-1-60 TRF# 622		57		585	198	783	12.000	ALLOWANCE FOR HOLIDAY			610	10%				610			616				C	13
14																														14
15		(253 Days)																												15
16		Salary Ord Sec 48.1											30.000	WAGES (253 DAYS)																16
17	75238	4	10	4.025hr	79450.					36064	40894	76958	A52	Hodcarrier	10	4.025hr	81466	0%		10	4.025hr	81466	10	4.025 hr.	81,466				D	17
18	54071	5	6	4.50hr 4.65hr	56326					29350	8834	12[illegible]	A56	Prickluyer	[illegible]	[illegible]	56470	-		6	[illegible]	56470	6	4.65 hr.	56,470				E	18
19	133668	6	43	*26.36 27.80	154846					2[illegible]	2[illegible]	156920	A155	Gribber	[illegible]	[illegible]	[illegible]	[illegible]		43*	[illegible]	161768	43	27.80 day	161,768				F-G	19
20	-	-	-	-	-					-	-	-	J4	Laborer (New) 25.80	1	[illegible]	6527	1		1	[illegible]	6527	0		0				H	20
21	172510	7	30	24.36 32.20	186795					90002	93938	183960	J4	Laborer 25.80	50	[illegible]	195822	3%		50	[illegible]	195822	50	25.80 32.20	195,822				F	21
22	23452	8	4	25.04 34.48	25608					11691	12988	24679	01	Chauffeur 26.56	4	[illegible]	26879	1%		4	[illegible]	26879	4	26.56 34.48	26,879				F	22
23	63829	8	9	25.04 34.48	68547					32239	34709	66948	01	Chauffeur 31.36	9	[illegible]	71407	2%		9	[illegible]	71407	9	26.56 34.48	71,407				F	23
24	5863	8.1	1	25.04 25.57	6402					3155	3247	6402	01	Chauffeur 25.57	1	[illegible]	6669	6%		1	[illegible]	6669	1	25.57	6,669				F-I	24
25	7323	9	1	26.88 35.44	8723					3947	4379	8326	0152	Engineer of Hoisting and Portable Engines 34.48	1	[illegible]	8723	-		1	[illegible]	8723	1	35.44	8,723					25
26	121708	11	12	29.36 30.80	127354					61509	64465	125974	0210	Sewer Cleaner	12	[illegible]	13[illegible]	1%		12	[illegible]	13[illegible]	12	30.80	132,471				F	26
27	-	-	-	-	-					-	-	-	0210	Sewer Cleaner (New)	1	30.80	7792	1	7792	1	30.80	7792	0		0				H	27
28	7108	-	-	-	-					3992	-	3992		Emergency Overtime and Winter Weekend Crews Standby Pay and Overtime Sewer Cleaner			-		-			-			-					28
29	-	-	-	-	-					-	-	-					4536		4536			4536			0				J	29
30	664770		121		714052					350434	361421	711855		GROSS TOTAL SAL.	123		709330	2	96.79	123		709330	121		741,429					30
31																														31
32																														32
33																														33
34																														34
35																														35

A ANNUAL SALARY INCREMENT

B OVERTIME

FOR OVERTIME PAY FOR THREE O-208 GENERAL FOREMEN AND ONE L-130 WATER CHEMIST WHEN, DUE TO EMERGENCIES, THEY ARE REQUIRED TO WORK OUTSIDE NORMAL WORKING HOURS TO (a) INVESTIGATE AND TAKE NECESSARY ACTION, (b) ALL OUT MEN, OBTAIN MATERIALS AND SUPERVISE WORK. OVERTIME WORK IS FREQUENTLY REQUIRED AS THERE ARE NO SUPERVISORY EMPLOYEES ON DUTY AND APPROPRIATE ACTION IS REQUIRED TO PROTECT PUBLIC HEALTH AND PUBLIC AND PRIVATE PROPERTY.

ESTIMATED REQUIREMENT

GENERAL FOREMEN	500 HOURS	@	$6.94	$ 3,470
WATER CHEMIST	20 HOURS	@	4.93	99
				$ 3,569

THE HOURS OF OVERTIME REQUIRED DEPEND ON WEATHER CONDITIONS AND THE EXTENT OF EMERGENCIES. THE NUMBER OF OVERTIME HOURS FOR GENERAL FOREMEN REQUIRED FOR THE PAST 5 YEARS ARE AS FOLLOWS:

1955-56	667	HOURS
1956-57	400	"
1957-58	695	"
1958-59	405	"
1959-60	405	"

AVERAGE - 514 HOURS

C HOLIDAY ALLOWANCE

FOR HOLIDAY PAY FOR THREE O-208 GENERAL FOREMEN AND ONE L-130 WATER CHEMIST FOR THREE HOLIDAYS NOT RECOGNIZED FOR PER DIEM PURPOSES.

THE GENERAL FOREMEN ARE REQUIRED TO SUPERVISE THE FIELD CREWS ON THESE DAYS.

THE WATER CHEMIST IS NEEDED ON THESE DAYS SINCE (a) THE LABORER ASSIGNED TO THE CREW WORKS THESE DAYS AND (b) HE MUST BE AVAILABLE TO TEST FOR GASSES WHEN CREWS ARE WORKING.

HOLIDAY	DATE
COLUMBUS DAY	THURSDAY, OCTOBER 12, 1961
LINCOLN'S BIRTHDAY	MONDAY, FEBRUARY 12, 1962
ELECTION DAY	TUESDAY, JUNE 5, 1962

3 GENERAL FOREMEN	- 3 DAYS	@	$55.54 PER DAY	$ 500
1 WATER CHEMIST	- 3 DAYS	@	39.47 PER DAY	118
				$ 618

REDUCED FROM LAST YEAR BECAUSE VETERANS DAY FALLS ON SATURDAY AND IS THEREFORE NOT INCLUDED.

D WAGE INCREASE EFFECTIVE JANUARY 1, 1961 AS PER UNION AGREEMENT.

E WAGE INCREASE EFFECTIVE AUGUST 1, 1960 AS PER UNION AGREEMENT.

F WAGE INCREASE EFFECTIVE MAY 1, 1961 AS PER UNION AGREEMENT.

G TWENTY POSITIONS ARE NOT INCLUDED IN BUDGET ESTIMATES AS COMPENSATION IS PAID BY PROPERTY OWNERS.

H WAGES

CLASSIFICATION	NUMBER OF EMPLOYMENTS 1960-61	1961-62	INCREASE
A- 92 BOOKKEEPER	10	10	-
A- 96 BRICKLAYER	6	6	-
A-155 CHEMIST	43 *	43 *	-
J- 4 LABORER	30	31	1
O- 1 CHAUFFEUR	14	14	-
O-152 ENGINEER H & P	1	1	-
O-210 SEWER CLEANER	12	13	1
	121	123	2

* INCLUDES 20 SIDE SEWER CHEMISTS NOT ON BUDGET WORK AS COMPENSATION PAID BY PROPERTY OWNER.

EXPLANATION OF ADDITIONS:

1 - O-210 SEWER CLEANER

FOR THE ADDED FUNCTION OF ROUTINE ATTACHMENT TO SPRAY AND FLUSH CATCHBASINS AND SEWERS, TO SCHEDULE AND CHECK SEWER CLEANING AND EDUCTOR OPERATIONS AND TO SERVICE COMPLAINTS

(CONTINUED)

DURING STORMS. (THE MOSQUITO SEASON USUALLY EXTENDS FROM APRIL TO NOVEMBER INCLUSIVE.)

THE BUREAU HAS 17 O-210 SEWER CLEANERS, ONE EACH ON FIVE SERVICE TRUCKS AND 2 EACH ON 6 SEWER CLEANING RIGS, THE MINIMUM NUMBER NECESSARY TO MAINTAIN SATISFACTORY OPERATIONS. AN EMPLOYMENT SHOULD NOT BE TAKEN FROM THESE SERVICES FOR THE ADDED FUNCTION OF MOSQUITO ABATEMENT AND CONTROL. IT IS ESSENTIAL TO CLEAN SEWERS FOR WHICH THERE IS A BACKLOG, TO ASSURE FREE FLOW AND TO PREVENT FLOODING DURING RAINS. UNDER NO CIRCUMSTANCES CAN THE NUMBER OF SERVICE CREWS BE REDUCED AS THEY HANDLE ALL COMPLAINTS, RELIEVE STOPPAGES AND DO EMERGENCY WORK.

IT HAS BECOME APPARENT THAT BETTER CONTROL OF SEWER AND CATCHBASIN CLEANING IS NEEDED. ONE GENERAL FOREMAN CANNOT PROPERLY CHECK COMPLAINTS AND SCHEDULE THESE OPERATIONS. IT IS THEREFORE PROPOSED TO USE THE ADDITIONAL SEWER CLEANER TO (a) ASSIST IN SCHEDULING AND CHECKING CLEANING OPERATIONS AND (b) SERVICE COMPLAINTS DURING STORMS, WHEN NOT REQUIRED FOR MOSQUITO CONTROL.

UNDER PRESENT CONDITIONS, MOSQUITO ABATEMENT CAN ONLY BE CARRIED ON BY TAKING MEN AWAY FROM ESSENTIAL SEWER CLEANING OPERATIONS. THIS HAS BEEN DONE TO THE SERIOUS DETRIMENT OF SUCH OPERATIONS.

1 - J-4 LABORER

TO WORK WITH AND ASSIST THE O-210 SEWER CLEANER REQUESTED ABOVE. IT IS NECESSARY TO HAVE A CREW OF 2 FOR ALL OF THESE OPERATIONS.

NONE OF THE 30 BUREAU LABORERS ARE AVAILABLE FOR THIS SERVICE AS ALL ARE ASSIGNED TO EXISTING CREWS.

I DISABILITY TRANSFER FROM AMBULANCE DRIVER.

J STANDBY PAY - SEWER CLEANER

TO PROVIDE STANDBY SERVICE FOR ONE SEWER CLEANER (O-210) TO HANDLE EMERGENCIES OUTSIDE OF REGULAR WORKING HOURS. IN THE PAST, THIS SERVICE HAS BEEN PROVIDED BY THE 3 GENERAL FOREMEN EACH OF WHOM HAS BEEN REQUIRED TO STANDBY WITHOUT COMPENSATION FOR 24 HOURS PER DAY DURING ONE WEEK OUT OF THREE. THESE MEN VIGOROUSLY OBJECT TO CONTINUING ON THIS BASIS. STANDBY SERVICE IS PROVIDED FOR IN SEC. IV PARAGRAPH (E) OF SALARY STANDARDIZATION ORDINANCE NO. 123-60.

STANDBY SERVICE

8 HOURS EACH ON 253 WEEK DAYS	=	2,024
24 HOURS EACH ON 53 SATURDAYS PLUS 52 SUNDAYS PLUS 7 HOLIDAYS	=	2,688
		4,712 HOURS PER YEAR

AT 25% OF STRAIGHT TIME EQUALS 1,178 HOURS PER YEAR AT STRAIGHT TIME OF $3.85 PER HOUR = $ 4,536

CONTROLLER'S FORM No. 4360

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1062

Department: PUBLIC WORKS — Bureau or Division: SEWER REPAIR DIVISION — Appropriation Number: 1.429 — Sheet Number 3 of 6 Sheets — Index Number 429

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Budget: Classification No.	Budget: Number of Employees	Budget: Rate	Budget: Amount (Dollars Only)	ADDITIONAL APPROPRIATIONS to Meet Requirements: Date	ADDITIONAL APPROPRIATIONS to Meet Requirements: Number of Employees	ADDITIONAL APPROPRIATIONS to Meet Requirements: Rate	ADDITIONAL APPROPRIATIONS to Meet Requirements: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual (11 Months) (Dollars Only)	EXPENDITURES 1960-1961: Probable Last (1 Month) (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease: Force	Comparison of Request: Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Recommended by Office, Board, Commission or Department: Rate	Recommended by Office, Board, Commission or Department: Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount
													200.000	CONTRACTUAL SERVICES							C.A.O.					
2	71				200					2	198	200	206	Travel Expense			200	-				200			200		
3	1044				1500					646	854	1500	214	Repairs to Sewers and Structures			2500	1000				2500			1,500		
4	121				400					342	158	400	216	Fire Mapping			942	542				800			400		
5	9407				0500					15100	14500	28500	216	Repairs to Auto Equip.P/S			29528	3966				28500			27,500		
6	1430				1600					235	1365	1600	216.02	Painting Auto Equipment,Lt .P/S			1600	-				1600			1,600		
7	337				500					229	271	500	219	Repairs to Barricades, Sluice Boxes, Etc.			500	-				500			500		
8	99				150					57	93	150	224	Blueprinting, microfilm Work, Etc., P/S			235	85				200			150		
9	1137				1100					585	611	1100	232	Employees Telephone Ext.			1100	100				1100			1,100		
10	69									-	-	-	234	Maps and Charts			150	150				150			100		
11	5566				6600					3000	3600	6600	234	Photographing - Interior Main Sewers			6600	-				6600			6,600		
12	101				96					51	51	102	240	Street Address - Telephone Directory - P/S			102	6				102			102		
13	230				500					-	500	500	242	Rental of Emerg. Equipment			500	-				500			500		
14	36631				38108					19147	22105	41252		TOTAL CONTRACTUAL SERVICES			43957	5849				42752			40,252		
15	26207				25562					14100	14400	28500		Transfer to Purchaser-Shop Repairs			29528	3366				28500			27,500		
16	1430				1600					235	1365	1600		Transfer to Purchaser-Auto Painting			1600	-				1600			1,600		
17	99				150					57	93	150		Transfer to Purchaser-BluePrinting			235	85				200			150		
18	101				96					51	51	102		Transfer to Purchaser-Telephone Directory			102	6				102			102		
19	27837				27408					14443	15909	30352		TOTAL TRANSFERS			31465	4057				30402			29,352		
20	8794				10700					4704	6196	10900		NET CONTRACTUAL			12492	1792				12350			10,900		
21																												
22													250.001	CONTRACTUAL SERVICES													
23	-				-	From Prior Year	6000			1023	4977	6000	216	Repairs to North Point Sewer Outfalls			-	-				-					
24																												
25																												
26	40940				45590					21100	23948	45100	250.00	TRUCK HIRE			47057	4467				47057			46,014		
27																												
28																												
29																												
30																												
31																												
32																												
33																												
34																												
35																												

A TRAVEL AND CONFERENCE EXPENSES

FOR TRAVEL TO AND EXPENSES AT STATE CONVENTIONS AND REGIONAL CONFERENCES OF THE CALIFORNIA SEWAGE AND INDUSTRIAL WASTES ASSOCIATION. (MEMBERSHIP APPROVED SEC. 19 OF ORD. 9949)

2 IN ATTENDANCE CSIWA STATE CONVENTION	$ [illegible]
10 IN ATTENDANCE OF 10 REGIONAL MEETINGS OF SAN FRANCISCO BAY AREA SECTION OF CSIWA	[illegible]
	$ [illegible]

B REPAIRS TO SEWERS AND STRUCTURES

FOR SERVICES OF OTHER BUREAUS OR DEPARTMENTS WHERE SUCH SERVICES ARE NOT AVAILABLE IN SEWER REPAIR AND ARE NOT BUDGETED IN OTHER CONTRACTUAL ITEMS TO (a) REPAIR MAIN SEWERS, (b) REPAIR, MAINTAIN AND PAINT SEWER OUTFALLS, (c) REPAIR STRUCTURES INCLUDING BULKHEADS, FENCES AND SURFACE AND SUBSURFACE STRUCTURES.

MAIN SEWER REPAIR	$ 1,000
MAINTENANCE AND REPAIR OF OUTFALLS	1,000
MAINTENANCE AND REPAIR OF STRUCTURES	[illegible]
	$ 2,500

C TIRE RECAPPING

FOR RECAPPING TIRES FOR AUTOMOBILES, TRUCKS AND OTHER MOBILE EQUIPMENT AS ESTIMATED BY THE BY THE PURCHASER'S SHOPS.

10 HEAVY TRUCK TIRES	@ $35	$ [illegible]
12 MEDIUM TRUCK TIRES	@ 20	[illegible]
6 LIGHT TRUCK TIRES	@ 12	[illegible]
15 PASSENGER CAR TIRES	@ 7	[illegible]
MISCELLANEOUS		172
		$ 942

D REPAIRS TO AUTOMOTIVE AND OTHER EQUIPMENT

FOR MAINTENANCE AND REPAIR OF AUTOMOTIVE AND OTHER EQUIPMENT AT PURCHASER'S SHOPS.

MOBILE	OTHERS
1 BACKHOE AND LOADER	EDUCTOR REAR MOTORS
10 EDUCTORS	MISCELLANEOUS SHOP SERVICE
4 CONSTRUCTION UNITS	PORTABLE PUMPS
6 SEWER CLEANING UNITS	LIGHTING UNITS
5 SERVICE TRUCKS	BLOWERS
3 CRIBBING UNITS	CHARGING AND SERVICING UNDERGROUND LAMPS
1 GAS DETECTION UNIT	MISCELLANEOUS EQUIPMENT
1 MOUNTED AIR COMPRESSOR	
3 PORTABLE AIR COMPRESSORS	
7 PASSENGER CARS	
1 MOSQUITO UNIT	

ESTIMATED COST $29,528

	1959-60 MILES	1959-60 SHOP REPAIRS	1959-60 PER MILE	1961-62 * ESTIMATED MILES	1961-62 * PER MILE	1961-62 * SHOP REPAIRS
7 PASSENGER CARS	64010	1,723	.0269	65000	.0299	1,944
10 HEAVY TRUCKS	45153	8,677	.1922	45000	.2139	9,626
17 MED. & LIGHT TRUCKS	106344	6,002	.0565	112000 **	.0629	7,045
42 PIECES MOTORIZED EQPT.		9,724				10,823
33 PIECES NON-MOTORIZED EQPT.		81				[illegible]
		$ 26,207				$ 29,528

* RATES INCREASED 11.3% TO REFLECT WAGE INCREASES OF SHOP MECHANICS.

** INCREASED BY ABOUT 6000 MILES BECAUSE OF NEW MOSQUITO UNIT WHICH WILL BE IN SERVICE.

(CONTINUED)

I MAPS AND CHARTS

FOR CITY AND SECTIONAL MAPS (CITY DIVIDED INTO 360 SECTIONS) AND SPECIAL CHARTS TO RECORD BUREAU ACTIVITIES.

360 SECTIONAL MAPS	@	$ .30	$ 108
4 800 SCALE MAPS	@	2.00	8
CHARTS			34
			$ 150

RECORDS OF CATCHBASIN CLEANING AND OTHER FIELD OPERATIONS ARE RECORDED ON SECTIONAL MAPS IN THE FIELD. ONE SET LASTS ABOUT TWO YEARS. NEW MAPS WILL BE REQUIRED IN 1961-62. NONE WERE PROVIDED IN 1960-61.

J PHOTOGRAPHING SEWER INTERIORS

FOR PHOTOGRAPHING INTERIOR OF MAIN SEWERS TOO SMALL OR TOO DANGEROUS TO ENTER TO DETERMINE THEIR CONDITION AND THE EXTENT OF REPAIRS REQUIRED. THE VALUE OF THE PROCESS IS INDICATED IN PICTURES OF SEWERS PREVIOUSLY TAKEN.

THE ONLY MEANS OF INSPECTING SUCH SEWERS WITHOUT THE USE OF PHOTOGRAPHY IS OBSERVING FLOW OR CHECKING MANHOLES BY MEANS OF MIRRORS. UNFORTUNATELY, CRACKED OR BROKEN SECTIONS ARE USUALLY NOT OBSERVABLE BY THESE MEANS.

THE WORK IS DONE BY CONTRACT AT A MINIMUM COST OF $200 PER OPERATION. UNIT COSTS VARY FROM ABOUT 32 CENTS TO 45 CENTS PER FOOT DEPENDING ON PIPE SIZES.

ESTIMATED EXPENDITURE $ 6,600

K RENTAL OF STREET ADDRESS TELEPHONE DIRECTORY

FOR RENTAL OF STREET ADDRESS TELEPHONE DIRECTORY WHICH GIVES NAMES AND TELEPHONE NUMBERS CORRESPONDING TO STREET ADDRESSES.

THIS IS PARTICULARLY VALUABLE TO THIS BUREAU TO CHECK ON COMPLAINTS BEFORE SENDING CREWS WHEN COMPLAINT IS RECEIVED BY ADDRESS ONLY.

THE DIRECTORY IS KEPT IN SEWER REPAIR BUT IS AVAILABLE TO ALL BUREAUS AT 2323 ARMY STREET.

12 MONTHS $ 102

L RENTAL EMERGENCY EQUIPMENT

FOR RENTAL OF HEAVY CONSTRUCTION EQUIPMENT NOT OWNED BY DEPARTMENT OF PUBLIC WORKS FOR EMERGENCY CONSTRUCTION AND WHERE WORK CAN BE ACCOMPLISHED AT A LOWER COST AND WITH GREATER SAFETY WITH EQUIPMENT AS COMPARED TO HAND LABOR.

EQUIPMENT WILL BE RENTED ONLY AS NEEDED.

RENTAL COSTS AVERAGE $20 PER HOUR INCLUDING AN OPERATOR.

25 HOURS @ $20 $ 500

P TRUCK HIRE

FOR RENTAL OF 5 DUMP TRUCKS FOR ONE YEAR TO DELIVER MEN, MATERIAL AND SUPPLIES TO JOBS AND FROM JOB TO JOB. ONE TRUCK IS SCHEDULED ON LAMP HOURS ON SATURDAYS, SUNDAYS AND HOLIDAYS AND 3 WEEK DAYS.

NORMAL TIME			
[illegible] 253 DAYS X 8 HOURS @ $4.95 PER HOUR			$ 50,094
[illegible]% CHARGEABLE TO SIDE SEWERS		$ 5,200	
[illegible] QUEENS LAYOFF (VACATION)		1,280	[illegible]
5 X 80 HOURS @ $4.95		[illegible]	[illegible]
			[illegible]
ADDITIONAL FOR LAMP HOURS			
21 SATURDAYS X 8 HOURS @ $1.49 (6.44 - 4.95)		[illegible]	
[illegible] SUNDAYS AND 9 HOLIDAYS X 8 HOURS @ $2.98 (7.93 - 4.95)		1,[illegible]	[illegible]
OVERTIME			
200 HOURS	@ $6.44	[illegible]	
100 HOURS	@ 7.93	[illegible]	[illegible]
	TOTAL REQUIRED		$ 47,057

TRUCK RENTAL INCREASED BY 4% 5-15-60 AND .01% on 10-12-60.

N ADDITIONAL FUNDS TO BE REQUIRED IN 1960-61.

CONTROLLER'S FORM No. 4338

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1067

Dept. 421 Board or Commission PUBLIC WORKS — Bureau or Division SEWER REPAIR & SEWAGE TREATMENT SEWER REPAIR DIVISION — Appropriation Number 1.429 — Sheet No. 4 of 6 Sheets — Page No. 4.21

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual Past 6 Months (Dollars Only)	Estimate Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budgetary Limits (+) Increase (-) Decrease: Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Note and Index
1													30	MATERIALS & SUPPLIES													
2	34538				37000					17095	19905	37000	300	MATERIAL			50,000										A - C
3	1062				1150					758	392	1150	311	Tires and Tubes			1,150										B
4	375				1000					651	349	1000	303	Replacement Parts and Supplies for Miscellaneous Motor Vehicles			1,110										C
5	670				350					-	350	350	305	Carpenter Tools			350										D
6	924				1200					791	709	1500	324	Sewer Tools			1,400										E - G
7	12683				12300					6167	6133	12300	321	Pipe & Fittings 12"			12,300										F
8	50312				53000					27402	27398	53000		TOTAL MATERIALS & SUPPLIES			54,910										
9	12683				12300					6167	6133	12300		Transfer to Materials			12,300										
10	37629				40700					21235	17705	43000		NET MATERIALS & SUPPLIES			42,610										
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A GENERAL

THIS ITEM COVERS MATERIALS AND SUPPLIES FROM PURCHASER'S STOCKS AND SPECIAL ITEMS OBTAINED THROUGH PURCHASE ORDERS, PRACTICALLY ALL USED DIRECTLY IN THE FIELD. THE ESTIMATE IS BASED ON THE AVERAGE QUANTITIES USED IN 1957-58 TO 1959-60 AT ESTIMATED PRICES FOR 1961-62. PRICES HAVE BEEN INCREASED AT ABOUT 3% PER YEAR.

	EXPENDED			REQUESTED
	1957-58	1958-59	1959-60	1961-62
CASTINGS (MANHOLE FRAMES & COVERS)	$ 4,560	$ 4,698	$ 3,943	$ 4,500
PIPE (VCP)	9,640	7,616	7,348	8,500
PIPE FITTINGS (VCP)	4,760	4,203	4,792	4,600
LUMBER	[illegible]	[illegible]	[illegible]	[illegible]
TOOLS	850	757	815	[illegible]
CEMENT	2,770	2,610	2,577	2,800
BRICK	5,120	5,158	4,675	5,200
TORCHES & LANTERNS	1,040	529	1,104	1,000
MISCELLANEOUS	1,000	1,372	1,063	1,500
	$ 35,760	$ 31,267	$ 30,648	$ 33,600

[illegible]

DIRECT PURCHASED COSTS

GENERAL

BAGS, BURLAP	$ 400	
DYE	600	
FLAGS	120	
GLOVES	360	
HOSE	1,320	
LUMBER	90	
PIPE	500	
ROPE	750	
STATIONERY & OFFICE	630	
TOOLS	260	
WICKS, TORCHES	50	
MISCELLANEOUS	500	
MOSQUITO ABATEMENT		
MOSQUITO SPRAY MATERIAL	300	5,880
TOTAL ESTIMATED		$39,480

TIRES & TUBES (NEW)

FOR NEW TIRES FOR TRUCKS, PASSENGER CARS AND OTHER MOBILE EQUIPMENT TO REPLACE TIRES NOT RECAPTABLE AS ESTIMATED BY THE PURCHASER'S SHOPS.

6 HEAVY TRUCK TIRES	@	$110	
15 MEDIUM LIGHT TRUCK TIRES	@	35	
10 PASSENGER CAR TIRES	@	20	
			$ 1,385

SAFETY ITEMS - PARTS & SUPPLIES

ITEMS REQUIRED FOR SAFE OPERATION, SAFETY OF PERSONNEL AND PROPERTY PROTECTION. ALL ARE EXPENDABLE.

	EXPENDED			REQUESTED
	1957-58	1958-59	1959-60	1961-62
LAMP PARTS	$ 92	$ 22	$ 8	$ 200
SAFETY BELTS	51	0	96	100
SAFETY ROPES	100	75	125	120
HARD HATS	0	369	0	200
GOGGLES	0	0	0	50
FIRST AID KITS	26	0	0	40
TRAFFIC CONES	95	0	0	100
GAS MASK CANISTERS	32	8	99	50
GAS MASK PARTS	0	0	7	0
EXPLOSIMETER PARTS	10	34	40	200 *
MISCELLANEOUS	166	0	[illegible]	[illegible]
TOTAL	$ [illegible]	$ 508	$ 3	[illegible]

* INCREASED BECAUSE EXPLOSIMETERS ARE NOW BEING USED BY AO CREWS.

D COMPRESSOR TOOLS

FOR REPLACEMENT OF COMPRESSOR TOOLS USED FOR CUTTING OR DRILLING ASPHALT OR CONCRETE STREETS AND FOR EXCAVATING ROCK, HARD PAN OR OTHER HARD GROUND.

ITEMS	STOCK LEVEL	ORDERED OR ON HAND	REPLACE YEARLY	1961-62 REQUEST	UNIT COST	TOTAL COST
CHISEL BITS 3" STANDARD	50	30	50	50	$ 5.00	$ 250
CHISEL BITS NARROW STANDARD	50	30	50	50	3.00	150
						$ 400

ESTIMATE $400

E SEWER TOOLS

FOR REPLACEMENT OF SEWER RODS DESTROYED IN USE. RODS ARE NEEDED FOR CLEARING STOPPAGES IN SEWERS. TOOLS ARE USED ON THE RODS.

	STOCK LEVEL	ON HAND OR ORDER	REPLACE YEARLY	1961-62 REQUEST	UNIT COST	TOTAL COST
FELTON WOOD RODS	600	300	300	300	$1.85	$ 555
SQUARE WOOD RODS	200	0	100	200	2.50	500
FLEXIBLE STEEL RODS A	300	150	50	50	3.00	150
FLEXIBLE STEEL RODS B	300	100	200	200	3.80	760
MISCELLANEOUS SEWER TOOLS						100
						$ 2,065

A (FOR SMALL PORTABLE RODDER)
B (FOR LARGE MOUNTED RODDER)

F FUELS & LUBRICANTS P/S

FOR GASOLINE, KEROSENE AND LUBRICATING OIL FOR HIGHWAY AND NON-HIGHWAY EQUIPMENT.

ESTIMATED $ 13,465

	1960-61 MILES	1960-61 GAS & OIL	1960-61 PER MILE	1961-62 • MILES	1961-62 • PER MILE	1961-62 • GAS & OIL
7 PASSENGER CARS	64010	942	.0147	65000	.0154	1001
10 HEAVY TRUCKS	45153	3306	.0732	45000	.0769	3461
17 MED. LT. TRUCKS	106344	2570	.0242	112000••	.0254	2845
42 MOTORIZED EQPT.		4119				4325
KEROSENE-SOLVENTS, ETC.		1746				1833
		12683				13465

• RATES INCREASED 5% TO REFLECT PRICE INCREASES.
•• INCREASED BY ABOUT 6000 MILES BECAUSE OF NEW MOSQUITO UNIT WHICH WILL BE IN SERVICE.

G ADDITIONAL FUNDS TO BE REQUESTED IN 1960-61.

CONTROLLER'S FORM No. 4030

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1070

Sheet Number [illegible] of 6 Sheets — Index Number 429

Line No.	Actual Expenditures 1959-60	Fiscal Year 1960-1961 Appropriations	Fiscal Year 1960-1961 Estimated Actual Expenditures or Obligations	Revised Budget Estimate 1960-1961	Code Number	(1) Departmental Budget Estimate for Fiscal Year 1961-1962 — Classification or Description	Number of Employees	Rate	Amount	Comparison of Request With 1960-1961 Budget Estimate Increase Decrease Force	Comparison of Request With 1960-1961 Budget Estimate Increase Decrease Amount	Recommended by Office Budget Commission or Department Number of Employees	Recommended by Office Budget Commission or Department Date	Recommended by Office Budget Commission or Department Amount	(2) Budget Recommended by the Mayor Number of Employees	(2) Budget Recommended by the Mayor Rate	(2) Budget Recommended by the Mayor Amount	(3) Budget Adopted by Board of Supervisors Number of Employees	(3) Budget Adopted by Board of Supervisors Rate	(3) Budget Adopted by Board of Supervisors Amount
1	3035					EQUIPMENT					-3300									
2						NEW														
3					428	1-Model [illegible]			800					800			800			
4					480	[illegible] Installed in Vehicles			1600		1600			1600			800			
5					456	1-Service Truck			3250		3250			3250			0			
6						REPLACEMENT														
7					428	15-10" Wedge Gate Valves			150		150			150			150			
8					428	10 Wedge Gate Valves 8"			1000		1000			1000			1,000			
9					428	6 Hose Assembly Units			400		400			2400			2,400			
10					428	15 Sewer Buckets			618		618			618			618			
11					428	4 Sewer Lamps			960		960			960			960			
12					428	1 Ventilating Blower			350		350			350			350			
13					428	1 Pneumatic Drain, Reverse			550		550			550			0			
14					428	4 Rubber Nozzles			300		300			300			300			
15					428	3 Hydrant Gate Valves			120		120			120			120			
16					428	6 Mortar Boxes			240		240			240			240			
17					428	3 Eductor Valves			825		825			825			825			
18					428	3 [illegible] Manifold			90		90			90			90			
19					428	2- Pitter Patter Tool Boxes			1150		1150			1150			1,150			
20	3303	39100	38	1 [illegible]	1 140	TOTAL EQUIPMENT			14903		-24397			14903			9,803			
21	3303	39100	38	1 [illegible]	1 140	Transfer to Purchaser			14903		-24397			14903			9,803			
22			-	-	-	NET EQUIPMENT			-		-			-						
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BUREAU OF SEWER REPAIR - EQUIPMENT, CURRENT AND PRIOR YEARS

FISCAL YEAR 1959-60

O. E.	DESCRIPTION	ACTUAL EXPENDITURES	
	NEW		
428	2-Compressor Tools	$ 569.	
428	3-Sewer Cleaning Containers	429.	$ 998.
	REPLACEMENT		
416	1-Scaning Device	$ 104.	
428	21-Explosimeters	1840.	
428	2-Paving Breakers	959.	
428	100-Wood Barricades	892.	
428	2-Hose Assembly	611.	
428	7-10' Wooden Ladders	68.	
428	7-Sewer Buckets	310.	
428	12-Valves for Eductors	722.	
456	1-Eductor	18409.	
456	1-Sewer Cleaning Unit	7122.	31037.
	TOTAL EQUIPMENT 1959-60		$32035.

FISCAL YEAR 1960-61

O. E.	DESCRIPTION	BUDGET ALLOWANCE		MODIFICATION	ACTUAL EXPENDITURES		PROBABLE EXPENDITURES	
	NEW							
446	2-Radio Communication Units	$1290.			$1264.		$1264.	
456	1-Mosquito Control Unit	2150.					2150.	
456	1-Cab For Digging Unit	400.	$ 3840.		315.	$1579.	315.	$ 3729.
	REPLACEMENTS							
428	8-Sewer Buckets	$380.			-		$ 380.	
428	10-10' Ladders	140.			$ 115.		115.	
428	100-Wood Barricades	1000.			-		1000.	
428	1-Hose Assembly	1400.			1430.		1430.	
428	Compressor Tools	1150.			-		1150.	
428	3-Hydrant Gate Valves	140.			76.		76.	
428	1-Pipe Locator	250.			211.		211.	
456	2-Automobiles	3500.		7.7.60 Trf.#81 -131.	3369.		3369.	
456	1-Eductor	21000.			-		21000.	
456	1-Sewer Cleaning Unit	6500.	32460.		-	[illegible]	6500.	32231.
	TOTAL EQUIPMENT 1960-61		$39300.	-131.		$6780.		$38960.

RECAPITULATION

PRIORITY	PAGE	CODE	ITEM	AMOUNT NEW	AMOUNT REPLACEMENT
1	D- 5	428	LADDERS		$ 150
2	D- 6	428	BARRICADES		1,000
3	D -7	428	HOOK ASSEMBLIES		2,400
4	D- 8	428	BUCKETS		618
5	D- 9	428	SEWER LAMPS		960
6	D-10	428	VENTILATING BLOWER		350
7	D-11	428	PAVING BREAKER		550
7a	D- 4	456	SERVICE TRUCK	3,750	
8	D-12	428	NOZZLES		300
9	D-13	428	HYDRANT GATES		120
10	D-14	428	MORTAR BOXES		240
11	D-15	428	EDUCTOR VALVES		825
12	D-16	428	WHEELBARROWS		90
13	D- 2	428	HOISTS	800	
14	D-17	454	TRAILER TOOL BOXES		1,150
15	D- 3	446	RADIOS	1,600	
				$ 6,150	$ 8,753

A NEW, TWO HOISTS

FOR 2 NEW HOISTS TO BE MOUNTED ON BRICKLAYER'S CONSTRUCTION TRUCKS, NUMBERS 429 AND 433.

HAND OPERATED 2,000 LB. CAPACITY HOISTS ARE NEEDED TO ASSIST IN REMOVING MANHOLE AND CATCHBASIN COVERS, TO LOWER PIPE TO THE GROUND AND INTO MANHOLES AND TO HANDLE STEEL TRENCH COVERS. MANUAL HANDLING IS NOT SAFE AND RESULTS IN MORE PIPE BREAKAGE.

ITEM	WEIGHT
MANHOLE & CATCHBASIN COVERS	200-250 LBS.
[illegible] 5' STD. LENGTH PIPE	[illegible] "
12" " " " " "	595 "
15" " " " " "	850 "
24" " " " " "	1055 "
TRENCH COVERS	

2 HOISTS	@	$350	=	$ 700
MOUNTING				100
		TOTAL		$ 800

B NEW, RADIOS FOR 2 MOTOR VEHICLES

TWO RADIO COMMUNICATION UNITS TO BE INSTALLED IN ONE INSPECTOR AND ONE SERVICE TRUCK. FREQUENTLY EMERGENCIES DO NOT RECEIVE THE PROMPT ATTENTION THEY SHOULD BECAUSE OF INABILITY TO COMMUNICATE WITH THE PROPER UNITS. RADIO EQUIPMENT IN THE ABOVE 2 UNITS WILL MATERIALLY AID IN CORRECTING THIS DEFICIENCY.

IT IS INTENDED THAT ALL SERVICE TRUCKS, THREE INSPECTORS AND ALL GENERAL FOREMEN SHOULD ULTIMATELY BE SUPPLIED WITH COMMUNICATION UNITS.

THIS COST ESTIMATE WAS SUPPLIED BY THE DEPARTMENT OF ELECTRICITY.

ESTIMATED COST

$800 EACH $1,000 IN

NEW, ONE SERVICE TRUCK

FOR ONE NEW STANDBY SERVICE TRUCK, SIMILAR

THE FIVE SERVICE TRUCKS, PLACED IN SERVICE ABOUT 1927, ARE IN DAILY USE, AND ONE ON NIGHT WORK. SHOP TIME HAS INCREASED BY ABOUT 50% AS

IT IS ESSENTIAL TO HAVE ALL SERVICE CARS MAINTAINED AS THEY CHECK ALL COMPLAINTS, SET STOPPAGES, FLUSH MAIN AND SIDE SEWERS AND DO EMERGENCY WORK. IF A SERVICE TRUCK WAS AVAILABLE THE WORK OF THE BUREAU WOULD BE SERIOUSLY DELAYED AND FLOOD DAMAGE OR HEALTH HAZARDS. IN THE PAST, ONE NIGHT TRUCK HAS SERVED AS STANDBY FOR THE 5 TRUCKS. NOW, THE SHOP TIME HAS INCREASED TO 10 PER CENT, THAT ONE IS ALWAYS SERVED A SPARE TRUCK AVAILABLE. ANY FURTHER INCREASE IN SHOP TIME [illegible] UNLESS THIS STANDBY TRUCK IS PROVID

D REPLACEMENT - LADDERS

FOR REPLACING 15 - 10' WOODEN LADDERS USED IN ENTERING SEWERS. THE LADDERS ARE EXTENDABLE.

ONLY LADDERS IN TOP CONDITION CAN BE USED. THE AVERAGE LIFE OF A LADDER IS ABOUT ONE YEAR AS THEY ARE DAMAGED OR BROKEN BY USUAL WEAR AND TEAR. NORMALLY THERE ARE ABOUT 30 TO 35 LADDERS IN SERVICE AT ALL TIMES.

15 - 10' WOODEN LADDERS @ $10 . . . $ 150

E REPLACEMENT - BARRICADES

FOR THE REPLACEMENT OF 100 WOOD BARRICADES YEARLY. THE LIFE OF A BARRICADE AVERAGES ONE YEAR AS THEY ARE BROKEN AND DAMAGED IN THE FIELD AND BY WEAR.

100 BARRICADES @ $10 . . . . $ 1,000

F REPLACEMENT - HOSE ASSEMBLIES

FOR REPLACEMENT OF ONE HOSE ASSEMBLY EACH ON SIX OF THE TEN EDUCTORS.

SUPERINTENDENT OF SHOPS, PURCHASER'S SHOP, RECOMMENDS THE HOSE BE OBTAINED AS THE PRESENT HOSE UNITS WILL SOON BE UNSERVICEABLE AND CANNOT BE ECONOMICALLY REPAIRED. THE REQUEST HAS BEEN INCREASED FROM 4 TO 6 BECAUSE SEVERAL OF OUR EDUCTORS ARE NOW OF THE TWO REEL TYPE AND REQUIRE 2 ASSEMBLIES INSTEAD OF ONE.

6 HOSE ASSEMBLY UNITS @ $400 . . . $2,400

G REPLACEMENT - SEWER BUCKETS

FOR REPLACEMENT OF SEWER BUCKETS WORN OUT IN SERVICE. THESE BUCKETS ARE USED FOR REMOVING SAND AND GRAVEL FROM SEWERS.

NUMBER REQUIRED	SIZE	UNIT COST	COST
4	8"	$ 35	$ 140
4	10"	40	160
4	12"	42	168
2	18"	45	90
1	21"	60	60
			$ 618

H REPLACEMENT - 24 SEWER LAMPS

AN ADEQUATE NUMBER OF LAMPS OF THE U.S. BUREAU OF MINES APPROVED TYPE ARE REQUIRED FOR THE SEWER CREWS WHO WORK UNDERGROUND. AT PRESENT THERE ARE ABOUT 30 LAMPS WHICH ARE NOT IN SERVICEABLE CONDITION AND WHICH CANNOT BE ECONOMICALLY REPAIRED AND THERE ARE NO SPARE LAMPS.

DURING THE FISCAL YEAR 1958-59 A DIFFERENT TYPE OF LAMP WAS ADOPTED AT A CONSIDERABLE SAVING IN COST (ABOUT $40 EACH AS COMPARED TO FROM $60 TO $185 EACH). THIS NEW TYPE LAMP, HOWEVER, MUST BE REPLACED MORE FREQUENTLY. IT IS STILL BELIEVED TO BE ECONOMICALLY IN THE CITY'S INTEREST TO BUY THE LESS EXPENSIVE LAMPS.

24 LAMPS @ $40 . . . $ 960

I REPLACEMENT, VENTILATING BLOWER

FOR REPLACEMENT OF ONE VENTILATING BLOWER (NO. 743) TOGETHER WITH ACCESSORY FLEXIBLE DUCT WORK. THIS MACHINE IS USED TO FORCE FRESH AIR INTO SEWERS WHERE MEN ARE REQUIRED TO WORK AND WHEN ATMOSPHERIC CONDITIONS WOULD OTHERWISE BE DANGEROUS. THE PRESENT BLOWER IS NOT OPERABLE AND IS SO OBSOLETE THAT REPLACEMENT PARTS ARE NOT OBTAINABLE.

ESTIMATED COST $ 350

J REPLACEMENT, COMPRESSOR TOOLS

FOR REPLACEMENT OF 1 PNEUMATIC PAVING BREAKER. AIR TOOLS ARE SUBJECT TO HEAVY USE AND IT IS EXPECTED THAT AT LEAST ONE PAVING BREAKER WILL REQUIRE REPLACING BY 1961-62.

ESTIMATED COST $ 550

(CONTINUED)

K REPLACEMENT - RUBBER NOZZLES

THESE NOZZLES ARE USED IN FLUSHING SEWERS. OLD TYPE METAL NOZZLES OF WHICH THERE ARE STILL SEVERAL IN USE ARE NOT SATISFACTORY AS THEY CAUSE PIPE BREAKAGE AND THE NEAR TYPE RUBBER NOZZLES ARE SUBJECT TO WEAR AND NEED PERIODIC REPLACEMENT.

4 RUBBER NOZZLES @ $ 75 . . . $ 300

L REPLACEMENT, HYDRANT GATE

FOR REPLACEMENT OF 3 HYDRANT GATE VALVES. SUPERINTENDENT OF SHOPS, PURCHASER OF SUPPLIES, RECOMMENDS THE VALVES BE OBTAINED AS THE PRESENT VALVES WILL SOON BE UNSERVICEABLE AND CANNOT BE ECONOMICALLY REPAIRED.

ESTIMATED COST

3 VALVES @ $ 40 . . . $ 120

M REPLACEMENT - MORTAR BOXES

MORTAR BOXES ARE EXPENDABLE. REPLACEMENTS ARE NECESSARY AS PRESENT BOXES ARE WORN OUT IN USE. AT PRESENT THERE ARE NO SPARE MORTAR BOXES AND WITH ANY FURTHER FAILURES MEN WILL BE REQUIRED TO MIX MORTAR ON THE STREETS. THIS CREATES AN UNSIGHTLY CONDITION AND CAUSES COMPLAINTS.

6 MORTAR BOXES @ $40 . . . . $240

N REPLACEMENT - VALVES FOR EDUCTORS

THE SUPERINTENDENT OF SHOPS, PURCHASER OF SUPPLIES RECOMMENDS THAT THESE VALVES BE OBTAINED FOR REPLACEMENT ON EDUCTORS AS THE PRESENT VALVES WILL SOON BE UNSERVICEABLE AND CANNOT BE ECONOMICALLY REPAIRED.

6 - 1" QUICK OPENING VALVES	@ 12.50	$ 75
6 - 1½" HEAVY DUTY BRONZE VALVES	15.00	90
6 - 2½" EDUCTOR VALVES	50.00	300
6 - 3" EDUCTOR VALVES	60.00	360
		$ 825

O REPLACEMENT - 3 WHEELBARROWS

WHEELBARROWS ARE EXPENDABLE. THEY ARE USED FOR MOVING CONSTRUCTION MATERIALS AND EXCAVATED MATERIAL ON JOBS WHERE TRAFFIC IS HEAVY.

3 WHEELBARROWS @ $30 . . . $ 90

P REPLACEMENT - TWO TRAILER MOUNTED TOOL BOXES

TO REPLACE TWO TRAILER MOUNTED TOOL BOXES. THE PRESENT UNITS (FLEET NUMBERS 750 AND 766) ARE NO LONGER SAFE FOR OPERATION IN THE STREETS AND REPAIRS WOULD BE UNECONOMICAL.

2 TRAILER MOUNTED TOOL BOXES @ $ [illegible]5 . . . $ 1,150

CONTROLLER'S FORM No. 4330

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1075

Department or Commission: PUBLIC WORKS — Bureau or Division: SEWER REPAIR & SEWAGE TREATMENT / SEWER REPAIR DEPARTMENT — Appropriation Number: 1,4,7 — Sheet Number: 2 of 6 Sheets — Index Number: 1,4,31

Item Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Amendments Proposed: With 1960-1961 Budget Rates (Increase) Rate	Amount	Mayor's Budget Recommendation: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference (Dollars Only)	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	(1 A.C.) 22	23	24	25	26	27	28	29	
1																														1
2																														2
3																														3
4																														4
5																														5
6																														6
7																														7
8	125438				100000					77288	22712	100000	901.000	TEARING UP STREETS FOR SEWERS RECEIPTS AND ALLOCATION			100,000				100,000			100,000					8
9																														9
10																														10
11																														11
12																														12
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BUDGET ESTIMATE INDEX NO. 431 OPPOSITE SHEET NO. 1 RECAPITULATION **EXPLANATION SHEET**

D. P. W. SUMMARY- WORK PROGRAM - 1961-1962

BUREAU OF STREET CLEANING AND PLANTING

OPERATION	NUMBER OF UNITS	TOTAL COVERAGE MILES EXCEPT AS NOTED EQUIPMENT	MANUAL	TOTAL LABOR DAILY EXCEPT AS NOTED	PERSONNEL SUPERVISION DAILY EXCEPT AS NOTED	AUTOMOTIVE EQUIPMENT DAILY EXCEPT AS NOTED OPERATING	RELIEVE	ANNUAL COSTS PERSONNEL	CONTRACTUAL	MAT.&SUPP.	OTHER	TOTAL ANNUAL COSTS	UNIT COSTS
			Curb Miles										
1. MANUAL SWEEPING-DAILY COVERAGE BUSINESS DISTRICTS AND EXTRA DIRTY SECTIONS-SWEPT BY HAND WITH A BUGGY (INCLUDING CLEAN-UP REMOVAL)	129	88,000	79,000	1	1/8	6	1	947,903.28	14,627.00	8,045.00		970,575.28	12.2855 Curb Miles 11.0290 Equip. Miles
2. CURB SWEEPING-CREW OF 5 TO 10 MEN, 1-TRUCK CLEANING DISTRICTS NOT COVERED BY MANUAL SWEEPING, (INCLUDING CLEAN-UP REMOVAL)	11	[illegible]	[illegible]	99	1/8	11	1	711,7[illegible]8	9,150.00	5,023.00		725,907.08	11.7081 Equip. Miles
3. MOTOR SWEEPING-SWEEP BOULEVARDS CENTER ISL. & LESSER PAVED AREAS, PLUS CONTROLLED PARKING DISTS. (INCLUDI G CLEAN-UP REMOVAL),	12 1	17,000	62,000	13	7/8	13 1	2	106,357.76	36,500.00	9,073.00		151,937.76	2.4506 Curb Miles
4. LITTER CONTROL-COVER ALL AREAS INCLUDING [illegible] AND DAILY [illegible] MANY NOT INCLUDED ABOVE	10	74,000		1	1/8	10	1	[illegible]0,497.80	11,000.00	4,765.00 (6000)		222,462.80	3.0446 Per Mile of Operation
5. UTILITY TRUCK-CLEANUP SERVICE - CLEAN PRODUCE DISTRICT DAILY-ASSIST OAMS SWEEPING TRUCKS WHEN NECESSARY. WORK ON SPECIAL ASSIGNMENTS	1	14,000		1	1/8	1		22,191.88	2,[illegible]00	825.00		25,156.88	1.7969 " " " "
6. SPECIAL ASSIGNMENT - CREW SERVICE [illegible] MAIN STREET, VAN [illegible] AVENUE AND MIXED 87 CURB MILES OF CENTER ISL. 157 CHANNELIZED INTERSECTIONS. ASSIST IN TUNNEL CLEANING UP.	2	28,000	6	1/8		2		42,180.76	1,702.00	3,000.00		46,882.76	1.6743 " " " "
7. MOTOR FLUSHING-MAIN BUSINESS SKOTLAS BOULEVARDS-TUNNELS-MONUMENTS-AND SPECIAL ASSIGNMENTS	9	[illegible]	18	5/8		9	1	131,168.32	16,700.00	7,300.00		155,168.32	1.7434 " " " "
8. SATURDAY & SUNDAY CLEAN-UP CREWS TO WORK 4 HOURS ON SATURDAY AND 4 HOURS ON SUNDAY. CELEBRATION CLEAN-UP-N W YEARS EVE. -PARADES-EAST & WEST PAGEANT-COASTAL DISTRICT-HALLOWEEN-CONVENTIONS-DISTRICT FESTIVALS-ETC.	VARIES	VARIES	VARIES			VARIES		119,800.00	693.00	980.00		121,473.00	Unit Cost Not Applicable
9. ONE MAN LITTER PATROL TO COVER [illegible] CLEAN-UP OF SMALL SPILLAGES-[illegible] DISTRICT QUEENS. (N. [illegible]	-	[illegible]				-		[illegible],[illegible]5.80	350.00	370.00		13,774.80	.4919 Per Mile of Operation
10. MISCELLANEOUS ITEMS AS COVERED SEPARATELY IN BUDGET INCLUDING STREET CLEANING [illegible]	1	74,50		[illegible]		7		50,[illegible]8.80	14,93[illegible].00	3,784.00		68,919.80	Unit Cost Not Applicable
11. WORK [illegible]	1	[illegible]	6	1		1		[illegible]3,[illegible]6.00	[illegible]70.00	545.00		43,171.80	" " " "
TOTAL	181	[illegible]	124	17				[illegible],[illegible]4.28	[illegible],221.00	43,675.30		2,551,21[illegible].8	
ADDITIONAL REQUIRED												122,534.00	
											TOTAL BUDGET REQUEST	2,673,744.28	

EXPLANATION SHEET

431

INDEX NO. A2 - D.P.W. BUREAU OF STREET CLEANING

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	15,597	18,555	18,930	21,904	23,261	25,252	26,936	28,351	33,398	30,922	34,694	37,331	41,595	45,187	45,266	50,380	[illegible]
Number of Employments	(4)	(5)	(5)	(5)	(5)	(5)	(5)	(5)	(6)	(6)	(6)	(6)	(7)	(7)	(7)	(6)	(6)
Allowance for Overtime	480	948	1,533	2,214	2,249	2,682	2,353	2,532	2,371	1,884	2,273	2,170	2,215	2,548	2,319	2,026	2,580
Holiday Pay	-	-	634	485	487	487	676	672	350	216	428	328	460	537	780	1,045	1,271
Military Leave	344	-	-	-	-	-	-	-	-	-	-	-		-		-	-
Wages	611,912	605,372	643,470	881,415	990,286	1,088,275	1,094,678	1,108,429	1,194,686	1,329,252	1,441,890	1,490,517	1,[illegible],086	1,677,399	1,860,031	1,967,394	2,066,03[illegible]
Retroactive Wages	-	-	-	-	-	-	-	-	-	2,578	-	-	465	-	69	-	-
Number of Employments	(319)	(325)	(350)	(343)	(346)	(346)	(346)	(352)	(351)	(351)	(351)	(324)	(320)	(323)	(330)	(350)	(350)
Wages - Gardeners																10,646	11,290
Truck Team Hire	3,091	3,114	3,421	3,882	4,643	5,072	5,233	5,328	5,822	6,006	6,392	7,[illegible]0	7,192	3,375			-
Number of Employments (Gardeners)																(2)	(2)
Maintenance & Repair of Auto. Equipment	26,704	30,595	30,637	39,869	41,834	44,533	45,656	36,733	53,018	59,261	57,536	57,091	47,249	63,304	60,436	53,145	66,[illegible]27
Heat, Light & Power	56	62	72	72	88	103	110	111	91	73	73	96	110	97	110	96	125
Other Contractual Services	2,507	1,825	2,385	2,564	953	2,093	1,305	13,367	1,419	1,854	6,146	4,033	10,834	4,284	17,427	20,544	27,164
Street Cleaning Supplies	3,333	3,376	3,196	3,366	3,721	4,340	6,028	5,427	6,716	2,277	4,973	5,174	5,504	2,140	4,940	5,979	6,311
Gasoline & Oil	8,753	9,580	9,414	9,982	14,619	17,207	16,571	16,759	17,352	20,318	23,403	21,935	21,458	23,699	23,738	22,[illegible]7	22,997
Other Materials & Supplies	1,353	1,885	2,609	4,603	2,952	3,686	2,370	3,794	2,159	5,680	3,719	4,956	5,207	7,966	4,281	5,888	6,[illegible]3
Equipment	53,828	25,568	4,107	15,746	23,928	33,[illegible]2	61,814	31,824	12,820	9,570	51,691	39,811	36,740	36,517	47,260	39,749	62,030
Services of Other Departments	5,829	6,390	6,985	6,746	9,478	9,513	4,732	3,021	3,459	3,642	3,899	3,900	4,080	4,269	4,517	-	-
TOTAL	733,787	707,270	727,393	992,818	1,116,499	1,237,085	1,268,667	1,254,348	1,333,661	1,473,533	1,637,117	1,674,902	1,765,760	1,873,939		2,179,147	2,327,575
Wages - Gardeners															4,[illegible]77		
Number of Employments															(1)		
															2,075,524		

CONTROLLER'S FORM No. 4930

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1078

Department Board or Commission: PUBLIC WORKS — Bureau or Division: STREET CLEANING — Appropriation Number: 1.431 — Sheet Number 1 of 5 Sheets — Index Number 431

Line No.	FISCAL YEAR 1960-1961: Actual Expenditures (Use 1 Decimal)	BUDGET: Item No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Item No.	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Use 1 Decimal)	EXPENDITURES 1960-1961: Probable Last 6 Months (Use 1 Decimal)	EXPENDITURES 1960-1961: Probable for Year (Use 1 Decimal)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 1 and 2 ( ) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 1 and 2 ( ) Decrease: Amount	(2) BUDGET as Recommended by Office, Board, Commission or Department: Number of Employees	(2) BUDGET as Recommended by Office, Board, Commission or Department: Rate	(2) BUDGET as Recommended by Office, Board, Commission or Department: Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount	Difference
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	C 20	A 21	O 22	23	24	25	26	27	28	29
														RECAPITULATION															
2	(6)												110.000	PERSONAL SERVICES-PERMANENT	7		68004	1	9902	7		68004	7		69,480	6		6024		
3	5199		6		5100				-71	28957	29074	58031	110.000	PERSONAL SERVICES-PERMANENT															
4	2985				2850					1679	1800	3479	111.000	ALLOWANCE FOR OVERTIME			4008		1158			3600			2,850				
5	1271				1334					918	352	1300	112.000	ALLOWANCE FOR HOLIDAYS			1165		-169			1165			1,165				
6	2006013		327		2210174					1079288	1120887	2200675	130.000	WAGES	334		2424323	7	214149	332		2378519	322		2,332,475				
7	-		25		-					-	-	-	130.000	WAGES AS NEEDED	25		-		-	25		-			-				
8	11790		2		12453					6114	6314	12428	130.009	WAGES - GARDENERS	2		13055		602	2		13055	2		13,055				
9	82296				84777					40721	44035	84756	200.000	CONTRACTUAL SERVICES			100131		15354			98401			87,623				
10	6000				-				6000	-	6000	6000	200.003	LITTER CONTROL PROGRAM			6000		6000			6000			6,000				
11	-				-					-	-	-	203.000	ALLOWANCE FOR EMPLOYEES' CARS			400		400			400			400				
12	40401				42775				1193	19689	19564	39253	300.000	MATERIALS AND SUPPLIES			42675		4900			42675			38,708				
13	-				-				1000	-	1000	1000	306.000	METAL SIGNS & DECALS			1000		1000			1000			1,000				
14	62030				61272				-1193	60315	18560	78875	400.000	EQUIPMENT			122534		40762			110034			78,569				
15	2327525		360		2489137				6929	1238211	1247786	2485797		GROSS REQUEST	368		2783295	8	294058	366		2722853	361		2,631,325				
16	83162				79277					37488	41789	79277		TRANSFER TO PURCHASER - CONTRACTUAL			92138		12861			91138			82,123				
17	22997				24000					12013	11987	24000		TRANSFER TO PURCHASER - MATERIALS & SUPPLIES			27000		3000			27000			24,000				
18	62030				61272				-1193	60315	18560	78875		TRANSFER TO PURCHASER - EQUIPMENT			122534		40762			110034			78,569				
19	168169				165049				-1193	109816	72336	182152		TOTAL TRANSFERS TO PURCHASER			241672		56623			228172			184,692				
20	125				130					64	81	145		TRANSFER TO UTILITIES			150		20			150			150				
21	168294				165179				-1193	109880	72417	182297		TOTAL TRANSFERS			241822		56643			228322			184,842				
22	2159231		360		2104058				8122	1128331	1175369	2303500		NET REQUEST	368		2541473	8	237415	366		2494531	361		2,446,483	250		22[illegible]	
23																													
24																													
25																													
26														INTER & INTRA FUND RECEIPTS															
27	5908				6226					3069	3157	6226		FROM 1.681.900.000 TO 1.431.130.009			6528		302			6528			6,528				
28	-				-					-	-	-		FROM 1.417.200.000 TO 1.431.130.000			1760		1760			1760			1,760				
29	5908				6226					3069	3157	6226		TOTAL RECEIPTS BY TRANSFER			8288		2062			8288			8,288				
30																													
31																													
32																													
33																													
34																													
35																													

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1079

Department, Board or Commission: PUBLIC WORKS — Bureau or Division: STREET CLEANING — Appropriation Number: 1.431 — Sheet Number: 2 of 5 Sheets — Index Number: 431

Line Number	Actual Expenditures 1959 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord Sec No 50 Item No	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request: With 1960 - 1961 Budget Cols. 3 and 5 (-) Decrease: Force	Amount	Recommended by Office Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	No.of Employees 1959-60					To Compensation Reserve			- 71				110.000	PERMANENT SALARIES							C.A.O.								
2	5	1	5	644 782	46920								J108	District Director of Street Cleaning	5	644 782	46920		-	5	644 782	46920	5	660 802	48,120				
3	-	-	-	-	-	-	-	-	-	-	-	-	J	Asst.Superintendent-Street Cleaning (NEW)	1	764 928	9396	1	9396	1	764 928	9396	1	764 928	9,396				A
4	1	2	1	802 924	11182								J112	Superintendent of Street Cleaning	1	802 924	11688		506	1	802 924	11688	1	821 997	11,964				B
5	(6) 54199		6		58102				-71	28957	29074	58031		TOTAL PERMANENT SALARIES	7		68004	1	3962	7		68004	7		69,480	6			
6																													
7																													
8	2985				2850					1679	1800	3479	111.000	MONTHLY ALLOWANCE FOR OVERTIME			4008		1158			3600			2,850				C-L
9																													
10	1271				1334				-	948	352	1300	112.000	ALLOWANCE FOR HOLIDAYS			1165		-169			1165			1,165				D
11		(253 Days)																											
12		Salary Ord.Sec.No.50.1											130.000	WAGES (253 DAYS)															
13	1529564	2	264	24.36 32.20	1643782					804311	833469	1637780	J4	Laborer 25.80	264	25.80 32.20	1723234		29452	264		1723234	Day 264	25.80 32.20	1723,234				E
14	-	-	-	-	-	-	-	-	-	-	-	-	J4	Laborer - (NEW) 25.80	6	25.80 32.20	39164	6	39164	4		26110	0		0				F
15	86577	3	12	8.72hr. 8.90hr.	91111					4449	46115	90614	J10	Laborer - Sub Foreman	12	3.90hr.	94723		3612	12		94723	12	hr. 3.90	94.723				E
16	367244	6	51	25.04 34.48	387556					188313	196243	384556	01	Chauffeur (47-31.36) (1-32.16)(1-27.06)	51	26.56 34.48	403756		16202	51		403756	day 51	26.56 34.48	403.758				E
17	-	-	-	-	-	-	-	-	-	-	-	-	01	Chauffeur (NEW) 31.36	1	26.56 34.48	7734	1	7734	1		7734	0		0				G
18	76871				83387					39025	44964	83989		Saturday, Sunday and Celebration Work			115000		31611			100000			100.000				H
19	-	-	-	-	-	-	-	-	-	-	-	-		Seasonal Relief - Laborers			23000		23000			12000			0				I
20	5777				3736					3640	96	3736		Seasonal Relief-Chauffeurs			15750		12014			9000			9.000				J
21	-	-	-	-	-	-	-	-	-	-	-	-		Sweeper Services-Parking Lot New Hall of Justice			1760		1760			1760			1,760				K
22	2066033		327		2210174					1073788	1120887	2200675		TOTAL WAGES	334		242432	7	214149	332		2378519	327		2,332,475				
23																													
24		(253 Days)																											
25		Salary Ord.Sec.No.50a												EMPLOYMENTS AS NEEDED															
26		1	25	24.36 32.20	-	-	-	-	-	-	-	-	J4	Laborer	25	25.80 32.20	-		-	25		-	day 25	25.80 32.20					
27																													
28		Salary Ord. Sec.No.50.1											130.009	WAGES - GARDENING (253 DAYS)															
29	11790	7	2	24.36 25.80	12453				-	6114	6314	12428	058	Gardeners	2	25.80	13055		602	2		13055	2	day 25.80	13,055				E
30																													
31																													
32																													
33																													
34																													
35																													

A ASSISTANT SUPERINTENDENT OF STREET CLEANING

A NECESSARY POSITION TO PROVIDE A PRINCIPAL ASSISTANT TO THE SUPERINTENDENT FOR AID IN IMPROVING THE BUREAU'S OPERATING EFFICIENCY.

SUCCESSFUL STREET CLEANING OPERATIONS IS LARGELY DEPENDENT UPON PROPER PLANNING OF METHODS, EQUIPMENT AND DETAILS OF OPERATION. STREET CLEANING PLANS REQUIRE CONSTANT REVIEW AND ADJUSTMENTS IN ORDER TO GAIN THE MOST EFFECTIVE AND ECONOMICAL METHODS OF OPERATION. A LARGE PART OF THIS ESSENTIAL PLANNING HAS BEEN NEGLECTED DUE TO STAFF LIMITATIONS. UNFORTUNATELY, THIS NEGLECT HAS SUBSTANTIALLY AFFECTED OPERATING ECONOMIES AS THIS BUREAU HAS 354 EMPLOYEES AND AN ANNUAL PAYROLL OF OVER $2,235,000.

IN 1952 GRIFFENHAGEN AND ASSOCIATES REPORTED THAT "THE SPAN OF CONTROL OF THE SUPERINTENDENT IS TOO WIDE FOR THE BEST MANAGEMENT OF THE WORK" AND THAT A NEW STAFF POSITION SHOULD BE PROVIDED "IN THE OFFICE OF THE SUPERINTENDENT OF STREET CLEANING WITH RESPONSIBILITY FOR THE ANALYZING AND SUMMARIZING OF OPERATING DATA FOR THE SUPERVISORY STAFF."

THE JACOBS COMPANY ALSO REPORTED THAT THEY WOULD RECOMMEND SUCH A POSITION BE ESTABLISHED.

THE NEW POSITION WOULD PERMIT ACCOMPLISHMENT OF THOSE PHASES OF OPERATION NOW INSUFFICIENTLY PERFORMED, SUCH AS:

(a) THE ANALYSIS AND REVIEW OF PERIODIC WORK PROGRAMS AND DAY-TO-DAY PRACTICES FOR THE PURPOSE OF IMPROVING TECHNIQUES IN OPERATION.

(b) THE REVIEW OF PERSONNEL ASSIGNMENTS FOR PURPOSES OF INCREASING EFFECTIVE UTILIZATION OF MAN-POWER.

(c) THE DETERMINATION OF FREQUENCY AND TIME OF CLEANING EACH STREET.

(d) THE CONDUCTING OF PUBLIC EDUCATIONAL WORK IN STREET LITTER CONTROL.

B ANNUAL SALARY INCREMENT.

C OVERTIME MONTHLY

TO PROVIDE FOR OVERTIME PAYMENT OF DISTRICT DIRECTORS AND SUPERVISE CLEAN-UP WORK ON WEEK-ENDS, HOLIDAYS, AFTER PARADES, CELEBRATIONS, CONVENTIONS AND WHEN CALLED FOR SPECIAL ASSIGNMENTS. SPECIAL ASSIGNMENTS ALL CALL FOR SERVICE TO REMOVE DEBRIS WHICH IS DROPPED OR DEPOSITED ON STREETS, OR FOR CLEANUP DUE TO INCLEMENT WEATHER, SLIDES, MUD, ETC. IT IS ANTICIPATED THAT THE SERVICES OF DISTRICT DIRECTORS WILL BE REQUIRED AS FOLLOWS:

OCCASIONS	HOURS OF OVERTIME
A - 52 WEEK-ENDS	420
B - NEW YEAR'S EVE CELEBRATION	40
NEW YEAR'S DAY, JAN. 2, MONDAY	4
C EAST AND WEST PAGEANT	4
D - CHINESE CELEBRATIONS	12
E - ST. PATRICK DAY PARADE	16
F MISSION MIRACLE MILE PARADE	4
G - COLUMBUS DAY PARADE	12
H HALLOWEEN CELEBRATIONS	4
I KEZAR STADIUM EVENTS	8
J - PACIFIC FESTIVAL	12
K VETERANS DAY	8
L - EMERGENCY CALLS TO REMOVE DEBRIS, SLIDES, ETC., AND TO PROVIDE FOR UNSCHEDULED AND UNANNOUNCED PAGEANTS, PARADES AND CIVIC CELEBRATIONS	48
	592

COST $6.77 PER HOUR x 592 = $4,007.84 . . . . SAY $4,008

(CONTINUED)

D HOLIDAY PAY - SUPERVISORY FORCES

TO PROVIDE FOR PAYING DISTRICT DIRECTORS REQUIRED TO WORK ON THE FOLLOWING HOLIDAYS:

HOLIDAY	DATE	NO. OF DIST. DIR.	HOURS	AMOUNT
	RECOGNIZED BY PER DIEM WORKERS			
INDEPENDENCE DAY	JULY 4, 1961	1	4	$ [illegible]
LABOR DAY	SEPT. 4, 1961	1	4	[illegible]
ADMISSION DAY	SEPT. 9, 1961	1	4	[illegible]
VETERANS DAY	NOV. 11, 1961	1	4	[illegible]
	NOT RECOGNIZED BY PER DIEM WORKERS			
COLUMBUS DAY	OCT. 12, 1961	5	8	270.80
	RECOGNIZED BY PER DIEM WORKERS			
THANKSGIVING DAY	NOV. 23, 1961	1	4	27.08
CHRISTMAS DAY	DEC. 25, 1961	1	4	27.08
NEW YEAR'S DAY	JAN. 1, 1962	5	4	135.40
	NOT RECOGNIZED BY PER DIEM WORKERS			
LINCOLN'S BIRTHDAY	FEB. 12, 1962	5	8	270.80
	RECOGNIZED BY PER DIEM WORKERS			
WASHINGTON'S BIRTHDAY	FEB. 22, 1962	1	4	27.08
MEMORIAL DAY	MAY 30, 1962	1	4	27.08
	NOT RECOGNIZED BY PER DIEM WORKERS			
ELECTION DAY	JUNE 5, 1962	5	8	270.80
				$ 1,164.44

. . . . SAY $ 1,165

E WAGE INCREASE EFFECTIVE MAY 1, 1961 AS PER UNION CONTRACT

F SIX (6) ADDITIONAL J-4 LABORERS

4 OF THESE LABORERS WILL BE TO REPLACE THOSE WHICH WERE DELETED BY BUDGET PROCESSING 1957-58. 2 ARE FOR NEW ROUTES TO BE ESTABLISHED IN THE WESTERN ADDITION.

THE PRESENT ALLOWANCE OF 264 LABORERS IS ONLY 2 MORE THAN IN 1949-50. MEANWHILE OUR WORKLOAD HAS SUBSTANTIALLY INCREASED, DUE PRINCIPALLY TO THE FOLLOWING CHANGE IN CONDITIONS AFFECTING STREET CLEANING.

(a) CLEANING AN ADDITIONAL 65 CURB MILES OF ACCEPTED STREETS. IN 1949 THERE WERE 1575 CURB MILES OF ACCEPTED STREETS. PRESENTLY THERE ARE 1640 CURB MILES OF ACCEPTED STREETS, AN INCREASE OF 65 MILES OR 4% OVER 1949.

(b) CLEANING OF THE BROADWAY TUNNEL, DIFFERENT PARTS OF WHICH ARE CLEANED ON A SEMI-MONTHLY, QUARTERLY AND SEMI-ANNUAL SCHEDULE FOR A TOTAL OF 26 CLEANINGS ANNUALLY.

(c) NEED TO HAND-CLEAR WEED GROWTH ON CITY PROPERTY, WHEREAS BEFORE ENACTMENT OF NON-BURNING LAWS THIS GROWTH WAS MOSTLY BURNED BY THE FIRE DEPARTMENT. 7 GANGS OUT OF OUR 12 HAVE BEEN FORCED TO SPEND OVER 1000 MAN-DAYS PER YEAR WEEDING AREAS ON THEIR ROUTES THAT CANNOT BE CARED FOR BY THE REGULAR WEEDING GANG SINCE INCEPTION OF THE NON-BURNING LAWS.

(d) DURING THE LAST SIX YEARS PUBLIC REQUESTS FOR OUR CLEANING SERVICES HAVE INCREASED BY ABOUT 78%. DURING 1954-55 WE RECEIVED 960 CALLS FOR SERVICE, AND DURING 1959 & 1960 WE RECEIVED 1690 CALLS.

TO BE LIMITED TO 2 LESS LABORERS THAN THE 266 MEN ALLOWED DURING 1957-58 HAS REQUIRED CURTAILMENT OF ESSENTIAL SERVICES IN THE RICHMOND AND SUNSET DISTRICTS BY REDUCING ONE MAN FROM EACH OF THE SWEEPING GANGS IN THESE TWO DISTRICTS. AS OUR SWEEPING GANGS SHOULD BE MADE UP OF 6 MEN EACH, THIS ACTION RESULTS IN NEARLY A 17% REDUCTION IN OUR GANG SWEEPING SERVICES TO THESE DISTRICTS.

IN ORDER THAT NECESSARY OPERATIONS OF THIS BUREAU MAY BE CONTINUED WITHOUT TOO SERIOUS IMPAIRMENT IT IS RECOMMENDED THAT OUR LABORERS BE INCREASED BY 6, TO 270, FOR 1961-1962.

G CHAUFFEURS - 1 ADDITIONAL

TO OPERATE 1 OF THE 2 NEWLY REQUESTED MOTOR SWEEPERS. AS EXPLAINED IN OUR EQUIPMENT REQUEST, THE INCREASED NUMBER OF STREETS AND CENTER ISLANDS IS CAUSING THE BUREAU TO SPREAD OUR MOTOR SWEEPER SERVICE SO THIN THAT THE BUREAU IS LOSING MUCH OF THE ADVANTAGE OF OUR MECHANICAL SWEEPERS.

THIS CHAUFFEUR EMPLOYMENT WOULD RELEASE A NUMBER OF BLOCKMEN FROM OUTLYING DISTRICTS TO GANG SWEEPING. THIS REQUESTED EMPLOYMENT WOULD ALSO SERVE TO REDUCE THE NUMBER OF DAYS REQUIRED FOR COVERAGE OF 2 OUTLYING RESIDENTIAL DISTRICTS BY GANG SWEEPING. PRESENTLY, THREE OF OUR GANGS ARE REQUIRING 15 - 20 DAYS TO COVER THEIR ASSIGNED ROUTES. THIS TIME DOES NOT EFFECT GOOD SWEEPING OPERATIONS IN THAT SOME DISTRICTS ARE NOT SWEPT OFTEN ENOUGH.

(CONTINUED)

H SATURDAY - SUNDAY - CELEBRATIONS, ETC.

TO PROVIDE FOR ESSENTIAL STREET CLEANING WITH REDUCED FORCES ON WEEKENDS AND CLEANUP AFTER PARADES, CONVENTIONS AND OTHER CIVIC EVENTS. FUNDS REQUIRED ARE BASED ON PAST EXPERIENCE FOR MINIMUM CLEANLINESS.

INCREASED REQUEST OVER LAST YEAR'S ALLOWANCE IS DUE TO PAY INCREASES, RESTORATION OF 2½% IN CURRENT YEAR'S BUDGET AND ADDITIONAL NECESSARY SERVICES RENDERED DURING THE PAST YEAR AND WHICH WILL BE INCLUDED IN THE COMING YEAR'S SCHEDULE.

THE BUREAU ALSO HAS THE RESPONSIBILITY OF CLEANING 3-1/2 MILES OF ACCESS ROADS AND THE PERIMETER ROAD BETWEEN THE CANDLESTICK PARK STADIUM STRUCTURE AND THE OUTER FENCE. SOME OF THIS CLEANING WILL, BY NECESSITY, BE PERFORMED ON OVERTIME BASIS IN ORDER TO READY THE STADIUM AREA FOR GAMES ON SATURDAYS AND SUNDAYS WHEN GAMES ARE PLAYED ON FRIDAYS, SATURDAYS AND SUNDAYS. THIS OCCURS 13 TIMES DURING THE YEAR.

		HOURS	COST
	CANDLESTICK PARK ACCESS ROADS		
(a)	1 O-1 CHAUFFEUR, 13 SATURDAYS, 4 HOURS EACH AT TIME AND ONE-HALF, 13 x 6 x 3.92	78 x 3.92	$ 305.76
	1 O-1 CHAUFFEUR, 13 SUNDAYS, 4 HOURS EACH AT DOUBLE TIME, 13 x 8 x 3.92	104 x 3.92	407.68
	SATURDAYS (53)		
(b)	27 J-4 LABORERS, 4 HOURS EACH AT TIME AND ONE-HALF, 27 x 6 x 53 x 3.225	8,586 x 3.225	27,689.85
	6 O-1 CHAUFFEURS, 4 HOURS EACH AT TIME AND ONE-HALF, 6 x 6 x 53 x 3.92	1,908 x 3.92	7,479.36
	SUNDAYS (52)		
	36 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 36 x 8 x 52 x 3.225	14,976 x 3.225	48,297.60
	8 O-1 CHAUFFEURS, 4 HOURS EACH AT DOUBLE TIME, 8 x 8 x 52 x 3.92	3,328 x 3.92	13,045.76
(c)	HOLIDAY FEBRUARY 22, 1961		
	27 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 27 x 8 x 3.225	216 x 3.225	696.60
	8 O-1 CHAUFFEURS, 4 HOURS EACH AT DOUBLE TIME, 8 x 8 x 3.92	64 x 3.92	250.88
(d)	EAST AND WEST PAGEANT		
	3 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 3 x 8 x 3.225	24 x 3.225	77.40
	1 O-1 CHAUFFEUR, 4 HOURS AT DOUBLE TIME, 1 x 8 x 1 x 3.92	8 x 3.92	31.36
(e)	CHINESE CELEBRATIONS		
	12 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 12 x 8 x 3.225	96 x 3.225	309.60
	4 O-1 CHAUFFEURS, 4 HOURS EACH AT DOUBLE TIME, 4 x 8 x 3.92	32 x 3.92	125.44
(f)	ST. PATRICK DAY PARADE		
	33 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 33 x 8 x 3.225	264 x 3.225	851.40
	2 SUB-FOREMEN, 4 HOURS EACH AT DOUBLE TIME, 2 x 8 x 3.90	16 x 3.90	62.40
	14 O-1 CHAUFFEURS, 4 HOURS EACH AT DOUBLE TIME, 14 x 8 x 3.92	112 x 3.92	439.04
(g)	COLUMBUS DAY PARADE AND CELEBRATION		
	39 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 39 x 8 x 3.225	312 x 3.225	1,006.20
	2 SUB-FOREMEN, 4 HOURS EACH AT DOUBLE TIME, 2 x 8 x 3.90	16 x 3.90	62.40
	15 O-1 CHAUFFEURS, 4 HOURS EACH AT DOUBLE TIME, 15 x 8 x 3.92	120 x 3.92	470.40
(h)	MISSION MIRACLE MILE		
	2 J-4 LABORERS, 4 HOURS EACH AT TIME AND ONE-HALF, 2 x 6 x 3.225	12 x 3.225	38.70
	1 O-1 CHAUFFEUR, 4 HOURS EACH AT TIME AND ONE-HALF, 1 x 6 x 3.92	6 x 3.92	23.52
(i)	HALLOWEEN CELEBRATIONS		
	2 J-4 LABORERS, 4 HOURS EACH AT TIME AND ONE-HALF, 2 x 6 x 3.225	12 x 3.225	38.70
	1 O-1 CHAUFFEUR, 4 HOURS EACH AT TIME AND ONE-HALF, 1 x 6 x 3.92	6 x 3.92	23.52
(j)	KEZAR STADIUM EVENTS (RAIN)		
	2 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 2 x 8 x 3.225	16 x 3.225	51.60
	1 O-1 CHAUFFEUR, 4 HOURS AT DOUBLE TIME, 1 x 8 x 3.92	8 x 3.92	31.36
(k)	HOLIDAYS, LABOR DAY, ADMISSION DAY, VETERANS DAY, THANKSGIVING DAY, DECORATION DAY, INDEPENDENCE DAY, NEW YEAR'S DAY, CHRISTMAS DAY		
	27 J-4 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 27 x 8 x 8 x 3.225	1728 x 3.225	5,578.60
	5 O-1 CHAUFFEURS, 4 HOURS EACH AT DOUBLE TIME, 5 x 8 x 8 x 3.92	320 x 3.92	1,254.40
(l)	NEW YEAR'S EVE CELEBRATION		
	130 J-4 LABORERS, 8 HOURS EACH AT DOUBLE TIME, 130 x 16 x 3.225	2080 x 3.225	6,708.00
	25 O-1 CHAUFFEURS, 8 HOURS EACH AT DOUBLE TIME, 25 x 16 x 3.92	400 x 3.92	1,568.00
	8 SUB-FOREMEN, 8 HOURS EACH AT DOUBLE TIME, 8 x 16 x 3.90	128 x 3.90	499.20
(m)	PACIFIC FESTIVAL		
	25 J-4 LABORERS, 4 HOURS EACH AT TIME AND ONE-HALF, 25 x 6 x 3.225	150 x 3.225	483.75
	11 CHAUFFEURS, 4 HOURS EACH AT TIME AND ONE-HALF, 11 x 6 x 3.92	66 x 3.92	258.72

(CONTINUED)

	HOURS	COST
(n) UNSCHEDULED PARADES & CIVIC FUNCTIONS SUCH AS:		
LONGSHOREMEN'S PARADE:		
12 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 12 x 8	96 x 3.225	$ 309.60
4 CHAUFFEURS, 4 HOURS EACH AT DOUBLE TIME, 4 x 8	32 x 3.92	125.44
ADMISSION DAY PARADE:		
18 LABORERS, 4 HOURS EACH AT DOUBLE TIME, 18 x 8	144 x 3.225	464.40
4 CHAUFFEURS, 4 HOURS AT DOUBLE TIME, 4 x 8	32 x 3.92	125.44
AMERICAN LEGION PARADE:		
20 LABORERS, 4 HOURS AT TIME AND ONE-HALF, 20 x 6	120 x 3.225	387.00
4 CHAUFFEURS, 4 HOURS AT TIME AND ONE-HALF, 4 x 6	24 x 3.92	94.08
IRVING STREET DANCE:		
1 LABORER, 4 HOURS EACH AT TIME AND ONE-HALF, 1 x 6	6 x 3.225	19.35
1 CHAUFFEUR, 4 HOURS EACH AT TIME AND ONE-HALF, 1 x 6	6 x 3.92	23.52
GREEK INDEPENDENCE DAY CELEBRATION:		
1 LABORER, 4 HOURS AT DOUBLE TIME, 1 x 8	8 x 3.225	25.80
1 CHAUFFEUR, 4 HOURS AT DOUBLE TIME, 1 x 8	8 x 3.92	31.36
		$ 119,767.39

I TEMPORARY WAGES LABORER VACATION AND SICK LEAVE RELIEF

TO PROVIDE REPLACEMENT FOR VACATION, SICK LEAVE AND OTHER LEAVES. [illegible] AS FEW AS 2 MEN, WHICH REDUCES THE EFFECTIVE CLEANING OF MANY AREAS. [illegible] THE BUREAU WAS ALLOWED 262 J-4 LABORERS DURING 1959-60. THE FOLLOWING TABULATION SHOWS THAT AN AVERAGE OF 28 MEN WERE OFF DURING THE YEAR.

	MONTH	NO. OF MEN WORKING	NO. OF LAB. BUDGETED	NO. OF LAB. OFF
1959	JULY	220	262	42
	AUG.	222	"	40
	SEPT.	221	"	41
	OCT.	227	"	35
	NOV.	238	"	24
	DEC.	242	"	20
1960	JAN.	235	"	27
	FEB.	242	"	20
	MAR.	244	"	18
	APR.	243	"	19
	MAY	246	"	16
	JUNE	228	"	34
	AVERAGE	234	262	28

5 MEN @ $25.80 PER DAY x 179 = $ 23,091.00

ALTHOUGH THE BUREAU IS ALLOWED 25 J-4 LABORERS AS [illegible], ONLY 20 [illegible] SURPLUSES IN THE WAGE ACCOUNT. [illegible] SMALL SURPLUSES ARE CREATED ADDITIONAL MEN ARE EMPLOYED TO HELP IN THE BUREAU. THE BUREAU IS ONLY REQUESTING FUNDS FOR 5 RELIEF J-4 LABORERS TO ASSIST DURING THE HEAVIEST PART OF THE YEAR, OR 6-1/2 MONTHS FROM JULY 1 TO NOVEMBER 15 AND FROM MARCH 1 TO JUNE 30.

. . . $ 23,092

J TEMPORARY WAGES CHAUFFEURS VACATION & SICK LEAVE RELIEF

TO PROVIDE FUNDS FOR PAYMENT OF WAGES WHEN REGULAR CHAUFFEURS ARE OFF ON VACATION OR SICK LEAVE. WITH SOME EXCEPTIONS VACATION PERIODS RANGE FROM JULY 1 TO NOVEMBER 15, AND FROM MAY 1 TO JUNE 30. DURING THIS TIME AN AVERAGE OF 6 CHAUFFEURS WILL BE ON VACATION OR SICK LEAVE. THE FOLLOWING TABULATION SHOWS STATUS OF CHAUFFEURS FOR YEAR 1959-60.

(CONTINUED)

	MONTH	NO. OF CHAUF. WORKING	NO. OF CHAUF. BUDGETED	NO. OF CHAUF. OFF
1959	JULY	46	51	5
	AUG.	45	"	6
	SEPT.	43	"	8
	OCT.	43	"	8
	NOV.	42	"	9
	DEC.	43	"	8
1960	JAN.	46	"	5
	FEB.	45	"	6
	MAR.	46	"	5
	APR.	47	"	4
	MAY	45	"	6
	JUNE	45	"	6
	AVERAGE	44.83	51	6.16

TO PROPERLY MAINTAIN WORK AT MINIMUM ACCEPTABLE LEVELS IT IS NECESSARY THAT RELIEF BE PROVIDED TO MAN THE VARIOUS EQUIPMENT WHICH IS IN DAILY USE IN THE BUREAU.

THE BUREAU REQUEST IS FOR FUNDS TO PROVIDE 3 CHAUFFEURS, AS FOLLOWS:

BUREAU REQUEST -3 CHAUFFEURS FOR 179 DAYS @ $31.36 PER DAY = $ 16,840. .

APPROVED BY DIRECTOR =. . . . $15,750.00

1 SWEEPER SERVICE PARKING LOT - NEW HALL OF JUSTICE

TO PROVIDE REGULAR WEEKLY MECHANICAL SWEEPER SERVICE AND PERIODIC HAND SWEEPER SERVICE IN THE PARKING LOT AT THE NEW HALL OF [illegible]

[illegible]
2 SUNDAYS 4 HOURS EACH AT DOUBLE TIME FOR 0-1 CHAUFFEUR
[illegible] x 4 x 2 x 3.92 PER HOUR = $1,630.72 $1.61 . .

HAND SWEEPER SERVICE:
10 SUNDAYS 2 HOURS EACH AT DOUBLE TIME FOR J-6 LABORERS
10 x 2 x 2 x [illegible]

$1, . . .

. . . DAY $1,760.00

1 ADDITIONAL FUNDS TO BE REQUESTED 1960-61.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

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PUBLIC WORKS — Bureau or Division STREET CLEANING — Appropriation Number 1,411 — Sheet No. 3 of 5 Sheets — Index Number 631

Line number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Em. ployees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Total for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Line Number or Code	CLASS TITLE OR DESCRIPTION	Number of Em ployees	Rate	Amount	With 1961-1962 Budget Salary Standardization Ordinance Number	Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR Number of Em ployees	Rate	Amount	(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS Number of Em ployees	Rate	Amount	Reference Page	Line number
1													200.000	CONTRACTUAL SERVICES												1
2	390				270					129	141	270	201.	Carfare and Telephone			300	10	300			270				A	2
3	2402				2400					1054	1346	2400	216	Recapping Tires			2600	200	2500			2,400				B	3
4	66497				60154					29155	30999	60154	216	Repairs to Aut[illegible] Equip. P/C			71000	10846	70000			63,000				C	4
5	7091				9000					3296	5704	9000	216.01	Motor Broom Core Refills P/C			9690	690	9690			9,000				D	5
6	2566				2700					1448	1252	2700	216.02	Repainting Automotive Equipment P/C			4000	1100	4000			2,700				E	6
7	6892				7308					3528	3780	7308	216.03	Services of Garageman P/C			7308	-	7308			7,308				F	7
8	158				900					222	678	900	219.	Maintenance & Repair of Other Equipment			1750	1480	1750			900				G	8
9	659				800					784	-	784	219.	Repainting Car Seals			1243	443	1243			800				H	9
10	910				1000					980	-	980	219.	Repainting Street Cans			1320	320	1320			980				I	10
11	96				115					61	54	115	224.	Services of Reproduction Bureau P/C			140	25	140			115				J	11
12	125				130					64	81	145	231.	Heat Light-Power & U			150	20	150			150				K-N	12
13	87786				84272					40721	44035	84756		TOTAL CONTRACTUAL SERVICES			100131	15134	98401			87,663					13
14	66497				60154					29155	30999	60154		Shop Repairs Transfer to Purchaser-			71000	10846	70000			63,000					14
15	7091				9000					3296	5704	9000		Broom Refills Transfer to Purchaser-Auto Painting			9690	690	9690			9,000					15
16	2566				2700					1448	1252	2700		Transfer to Purchaser-Garageman			4000	1100	4000			2,700					16
17	6892				7308					3528	3780	7308		Transfer to Purchaser-Reproduction			7308	-	7308			7,308					17
18	96				115					61	54	115		Transfer to Utilities			140	25	140			115					18
19	125				130					64	81	145		TOTAL OTHER [illegible]			150	20	150			150					19
20	83267				79407					37552	41870	79422		NET CONTRACTUAL			92288	12811	91288			82,673					20
21	4519				5370					3169	2165	5334					7843	2323	7113			5,990					21
22																											22
23																											23
24	6500				-	11-21-60SJV#1337	6000		6000	-	6000	6000	00.000	LUMP SUM PROGRAM			6000	6000	6000			6,000				L	24
25																											25
26																											26
27	-				-				-	-	-	-	003.000	ALLOWANCE FOR [illegible] EXPENSES' CLAIM			400	400	400			400				M	27
28																											28
29																											29
30																											30
31																											31
32																											32
33																											33
34																											34
35																											35

A CARFARE & TELEPHONE EXPENSE

PROVIDE FUNDS TO REPAY EMPLOYEES FOR MONEY SPENT BY THEM TELEPHONING THE OFFICE, AND CARFARE USED TO TRANSPORT MEN GIVEN NEW ASSIGNMENTS AFTER HAVING REPORTED TO WORK. BUREAU RULES INSTRUCT MEN TO REPORT IMMEDIATELY TO OFFICE ANY DANGEROUS CONDITIONS OBSERVED ON STREETS OR SIDEWALK, SUCH AS HOLES, LOOSE CURB IRONS, OIL SPILLAGE, DEAD ANIMALS, OR ILLEGAL ACTS.

ESTIMATED ANNUAL COST $300

B RECAPPING TIRES

TO PROVIDE FOR RECAPPING OF TIRES ON 64 TRUCKS, 7 PASSENGER CARS AND 13 NON-MILEAGE UNITS.

ESTIMATE RECEIVED FROM PURCHASING TIRE SHOP FOR 12 MONTHS AMOUNTS TO $2600 MINIMUM TO KEEP TIRES RECAPPED.

AMOUNT REQUIRED $2600

C REPAIRS TO AUTOMOTIVE EQUIPMENT

FOR MAINTENANCE AND REPAIR OF AUTOMOTIVE AND OTHER EQUIPMENT AT PURCHASER'S SHOPS. BUDGET REQUIREMENTS BASED ON PAST EXPERIENCE, PLUS MECHANICS WAGE INCREASE.

NO. OF VEHICLES	ESTIMATED NUMBER OF MILES	CONSTANT	AMOUNT
6 PASSENGER CARS	61,090	.0215	$ 1,312.58
1 PASSENGER CAR REQUESTED	6,000	.0215	129.00
60 TRUCKS	420,000	.1303	54,726.00
4 TRUCKS REQUESTED	28,000	.1303	3,648.40
28 NON-MILEAGE UNITS		141.84 PER UNIT	3,971.52
			$63,787.50
FLUD RATE INCREASE FOR MECHANICS FOR PERIOD (7-1-1959 - 6-30-62) .1103			7,035.76
			$70,823.26

SAY . . . $71,000

D MOTOR BRUSH CORE REFILLS

BUREAU WILL NEED AT LEAST 300 BRUSH REFILLS FOR THE YEAR FOR CONTINUOUS OPERATION OF MOTOR SWEEPERS. ESTIMATE BASED ON PREVIOUS USE.

7 WAYNES	180 REFILLS	$30.70	= $5,526.00
4 KLEINS	100 REFILLS	34.70	3,470.00
2 REQUESTED	20 REFILLS	34.70	694.00
13	COST OF 300 REFILLS . . .		$9,690.00

E REPAINTING AUTOMOTIVE EQUIPMENT

TO PROVIDE FOR PAINTING OF AUTOMOTIVE EQUIPMENT TO PREVENT DETERIORATION AND TO GIVE A PRESENTABLE APPEARANCE.

THE FOLLOWING LISTED EQUIPMENT IS IN NEED OF PAINTING, AND AN APPROPRIATION SUFFICIENT TO PERFORM THE REQUESTED WORK SHOULD BE RECOMMENDED. SPOT PAINTING WILL ALSO BE NECESSARY FROM TIME TO TIME. ONE PAINTER SHOULD BE ASSIGNED TO YARD MEO FULL TIME; COST TO BE PRORATED AMONG THE TWO BUREAUS.

3 MOTOR SWEEPERS - 7 TRUCKS - 2 FLUSHERS

COST . . . $4,000

F SERVICES OF GARAGEMAN

TO PROVIDE COST OF ONE GARAGEMAN UNDER ASSIGNMENT AT 2350 - 19TH AVENUE STREET CLEANING GARAGE FROM THE PURCHASER'S DEPT.

ROUTINE DUTIES ARE PERFORMED BY GARAGEMAN.

COST . . . $7,308

G ROUTINE MAINTENANCE AND REPAIR OF OTHER EQUIPMENT

TO PROVIDE FOR REPAIRS TO MISCELLANEOUS EQUIPMENT OTHER THAN THAT SERVICED BY THE FORCES OF THE PURCHASER OF SUPPLIES, SUCH AS STREET CANS, TOOL BOXES, SPRINKLING SYSTEM ON JUNIPERO SERRA BOULEVARD SOUTH OF OCEAN AVENUE, AXES, OFFICE EQUIPMENT, REPAIRS TO SCOOPS, AND OTHER MISCELLANEOUS ARTICLES. ESTIMATED MAINTENANCE COST IS AS FOLLOWS:

(CONTINUED)

(a)	ROUTINE MAINTENANCE WORK ON STREET CANS SUCH AS NEW BOTTOMS, TOPS, HANDLES - 75 CANS @ $12.00 EACH	$ 900.00
(b)	REPAIRS TO STREET CAN SHEDS AS NEEDED, NEW FLOORS, ETC. 10 SHEDS @ $30.00 EACH	300.00
(c)	REPAIRS TO SPRINKLING SYSTEM, STREET CLEANING	150.00
(d)	OTHER REPAIRS TO SMALL EQUIPMENT	125.00
(e)	20 DAYS SERVICE OF A CEMENT FINISHER TO INSTALL POLE-TYPE RECEPTACLES @ $45.24 PER DAY	904.80
		$ 2,379.80

SAY . . . $2,380

H REPAINTING STREET CAN SHEDS

TO PROVIDE FOR PAINTING 71 STREET CAN SHEDS IN ORDER TO IMPROVE THEIR APPEARANCE AS THEY ARE GENERALLY PLACED ON THE SIDEWALKS FRONTING PRIVATE RESIDENCES OR BUSINESS ESTABLISHMENTS.

143 CAN SHEDS HAVE BEEN PROVIDED. 141 ARE IN USE.

DURING 1959-60 THE BUREAU PAINTED 40 CAN SHEDS WITH FUNDS PROVIDED.

TO PROPERLY MAINTAIN OUR CAN SHEDS FUNDS SUFFICIENT TO PAINT THESE SHEDS EVERY SECOND YEAR SHOULD BE PROVIDED.

71 CAN SHEDS @ $17.50 = $1,242.50

SAY $1,243.00

I REPAINTING STREET CANS

TO PROVIDE FOR REPAINTING OF 300 STREET CANS TO PREVENT DETERIORATION AND TO GIVE AN ACCEPTABLE APPEARANCE. STREET CANS IN SOME LOCATIONS, SUCH AS MARKET STREET, SHOULD BE REPAINTED EVERY YEAR; OTHERS ONCE IN THREE TO FIVE YEARS.

DURING 1959-60 230 CANS WERE PAINTED WITH FUNDS ALLOWED.

APPROXIMATELY 1500 STREET CANS ARE IN USE. THIS BUDGET REQUEST ANTICIPATES PAINTING ALL CANS ON AN AVERAGE OF ONCE IN FIVE YEARS.

300 @ $4.40 EACH = $1,320

J SERVICES OF REPRODUCTION BUREAU

TO PROVIDE FUNDS FOR BLUEPRINTS, MAPS, PHOTOGRAPHS, ETC. PRINTS ARE OFTEN REQUIRED BY PURCHASER OF SUPPLIES WHEN ORDERS ARE SUBMITTED FOR EQUIPMENT. OTHER BLUE-LINE PRINTS ARE REQUESTED FROM TIME TO TIME, SHOWING DIFFERENT FUNCTIONS OF THE BUREAU.

REPRODUCTION BUREAU ALSO TAKES PHOTOGRAPHS, AS REQUESTED, OF EQUIPMENT, VIOLATIONS OF THE LAW, AND PICTURES NEEDED IN EDUCATIONAL CAMPAIGN THAT OPERATES THE YEAR ROUND TO ELIMINATE "LITTERBUGS".

COST $140.00

K HEAT - LIGHT - POWER

REQUESTED BY BUREAU OF HEAT, LIGHT & POWER COST $150.00

L LITTER-CONTROL PROGRAM

TO PROVIDE FUNDS TO DEFRAY EXPENSES OF A CITIZEN'S COMMITTEE APPOINTED BY THE MAYOR TO UNIFY AND DEVELOP PUBLIC SUPPORT OF A "CLEAN CITY PROGRAM."

THE SUCCESS OF A LITTER-CONTROL PROGRAM IS LARGELY DEPENDENT UPON AROUSING PUBLIC AWARENESS TO THE INCREASING COSTS OF CLEANING LITTER FROM OUR STREETS, BEACHES, PARKS AND OTHER PUBLIC PLACES. THE COST TO CLEAN AWAY AVOIDABLE LITTER FROM THE STREETS ALONE IS OVER $400,000 A YEAR.

FUNDS INCLUDE EXPENSES FOR STENOGRAPHIC SERVICES, ADVERTISING AND INCIDENTAL COSTS TO EFFECT A CONTINUING PROGRAM OF PUBLIC EDUCATION AND PUBLICITY BY A CITIZEN'S COMMITTEE IN COOPERATION WITH CITY DEPARTMENTS.

(CONTINUED)

"SUCH CITIES AS NEW YORK, PHILADELPHIA AND PITTSBURGH HAVE PERMANENT ORGANIZATIONS WITH FULL-TIME ADMINISTRATORS TO PLAN THE ACTIVITIES, PREPARING EDUCATIONAL MATERIAL AND DIRECT ACTIVITIES. THE RESULTS HAVE BEEN SO IMPRESSIVE BOTH IN THE REDUCTION IN STREET CLEANING COSTS AND IN THE GENERAL APPEARANCE OF CITY STREETS, THAT THE EDUCATION CAMPAIGNS HAVE BECOME PERMANENT WITHIN THE ORGANIZATIONAL FRAMEWORK OF THE MUNICIPAL GOVERNMENTS."

LAST YEAR'S CAMPAIGN WAS ENTHUSIASTICALLY ENDORSED BY EVERY NEIGHBORHOOD GROUP AND CITIZENS COMMITTEE, AND ALSO BY THE CHAMBER OF COMMERCE. IF WE ARE TO BE SUCCESSFUL IN OUR FIGHT AGAINST LITTER WE MUST SHOW THESE VOLUNTEER GROUPS OUR GOOD FAITH BY PROVIDING THIS FINANCIAL NUCLEUS FOR ATTRACTING PRIVATE MONEY IN SUCH ITEMS AS RADIO AND TELEVISION AND OUT-DOOR ADVERTISING. THESE, CONSERVATIVELY, AMOUNTED TO $60,000, WHICH WILL CONTINUE TO GROW AS MORE BUSINESS CONCERNS ARE MADE AWARE OF THIS ENDEAVOR AND OUR BACKING OF IT THROUGH THIS APPROPRIATION.

M AUTO MILEAGE USE OF EMPLOYEE'S CAR

TO PROVIDE PAYMENT OF MILEAGE ALLOWANCE TO A J-4 LABORER ASSIGNED TO CONTROL OF DUMP OPERATIONS AND DEPARTMENT PUBLIC WORKS TRUCK ARRIVALS AND DEPARTURES.

THE DEPARTMENT OF PUBLIC WORKS USES TWO DUMP SITES, ONE THE SANITARY FILL AT THE EXTREME SOUTH EASTERN END OF SAN FRANCISCO AND THE OTHER AT JENNINGS AND ARTHUR STREETS.

IT IS NECESSARY FOR THE DUMPMAN TO MAKE TWO ROUND TRIPS TWICE DAILY IN HIS OWN AUTO IN ORDER THAT PROPER CONTROL OF OPERATIONS IS MAINTAINED. THE ROUND TRIP IS 4-2/10 MILES.

DETAILS OF THE COST ARE SHOWN BELOW

MONTH	DAYS PER MO.	NO. OF MILES	FIRST 100 MILES .12 PER MILE	SECOND .10 P.M.	THIRD .08 P.M.	FOURTH .06 P.M.	
JULY	20	336	$12.00	$10.00	$8.00	$2.16	$ 32.16
AUG.	23	386.4	12.00	10.00	8.00	2.16	32.16
SEPT.	20	336	12.00	10.00	8.00	2.16	32.16
OCT.	22	369.6	12.00	10.00	8.00	4.17	34.17
NOV	21	352.8	12.00	10.00	8.00	3.16	33.16
DEC	20	336	12.00	10.00	8.00	2.16	32.16
JAN	22	369.6	12.00	10.00	8.00	4.17	34.17
FEB.	19	319.2	12.00	10.00	8.00	1.15	31.15
MAR.	22	369.6	12.00	10.00	8.00	4.17	34.17
APR.	21	352.8	12.00	10.00	8.00	3.16	33.16
MAY	22	369.6	12.00	10.00	8.00	4.19	34.1
JUNE	21	352.8	12.00	10.00	8.00	3.16	33.16
							$ 398.97

M ADDITIONAL FUNDS TO BE REQUESTED 1960-61.

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission PUBLIC WORKS — Bureau or Division STREET CLEANING — Appropriation Number 1.431 — Sheet Number 4 of 5 Sheets — Index Number 431

	Actual Expenditures 1959-1960 (Dollars Only)	BUDGET Item No.	BUDGET Number of Employees	BUDGET Rate	BUDGET Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATION (Dollars Only) Date	SUPPLEMENTAL APPROPRIATION Number of Ordinance	SUPPLEMENTAL APPROPRIATION Rate	SUPPLEMENTAL APPROPRIATION Amount	EXPENDITURES 1960-1961 Actual 6 Mos. Ended Dec. 31, 1960	EXPENDITURES 1960-1961 Estimated Year Ending June 30, 1961	EXPENDITURES 1960-1961 Estimated Year Ending June 30, 1961	DEPARTMENTAL BUDGET FOR FISCAL YEAR 1961-1962 Object No.	DEPARTMENTAL BUDGET FOR FISCAL YEAR 1961-1962 Title of Expenditure	DEPARTMENTAL BUDGET FOR FISCAL YEAR 1961-1962 Number of Employees	DEPARTMENTAL BUDGET FOR FISCAL YEAR 1961-1962 Rate	DEPARTMENTAL BUDGET FOR FISCAL YEAR 1961-1962 Amount		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17		
1													100.000	Personal Services					1
2	5[illegible]				25					661	[illegible]	725	300	General	[illegible]		[illegible]		2
3	3963				4500					1657	8[illegible]	4500	301	Time and Duty	[illegible]		4,000		3
4	9[illegible]				-					-	-	-	302	Premium Pay for Overtime					4
5	69				200					154	60	200	303	Uniforms, Allowances	1[illegible]		250		5
6	1651				1900					987	913	1900	304	Street Pruning, Shrubbery, etc.	[illegible]		2,100		6
7	478				400					495	-	495	305	Clothing, Shoes and Street Supplies					7
8	4790				4200					1337	9[illegible]	4[illegible]	306	Cutting Trees and Shrubbery	[illegible]		3,500		8
9	-				-	1-29-60	MOTOR		1393	1393	-	1393	307	[illegible] and Fuel Repair	[illegible]		1,500		9
10	817				1000					396	-	996	308	Street Cleaning Tools	-		-		10
11	22997				24000					11613	11987	[illegible]	309	Operation and Maintenance of [illegible]	[illegible]		20,000		11
12	-				500					207	293	[illegible]	310	[illegible]	[illegible]		500		12
13	80				350					-	350	350	311	[illegible] Miscellaneous Items	[illegible]		400		13
14	35481				37775				1393	19689	19514	39[illegible]53		TOTAL MAINTENANCE AND OPERATION	[illegible]		38,700		14
15	22997				24000					12013	11987	[illegible]4000		TRANSFER TO EQUIPMENT	[illegible]		4,000		15
16	[illegible]484				13775				1393	7676	7527	1[illegible]53		NET MAINTENANCE AND EQUIPMENT	[illegible]		42,700		16
17																			17
18																			18
19																			19
20	-				-	11-21-60	[illegible]V#1337		1000	-	1000	1000	320.000	Motor Equipment and Maintenance	[illegible]		1,000		20
21																			21
22																			22
23																			23
24																			24
25																			25
26																			26
27																			27
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29																			29
30																			30
31																			31
32																			32
33																			33
34																			34
35																			35

A MATERIALS & SUPPLIES - GENERAL

TO PROVIDE FOR SMALL TOOLS AND OTHER SUPPLIES. LIST OF REQUIREMENTS FOLLOWS:

36 SQUARE SHOVELS	@ $3.46 EACH	$ 124.56
30 MILLS FILES	@ .42 EACH	12.60
300 18 x 18 RED FLAGS	@ .26 EACH	78.00
50 SHOVELS	@ 4.09 EACH	204.50
200 FT. WATER HOSE	@ .25 FT.	50.00
25 HOUSE BROOMS	@ 1.50 EACH	37.50
20 YARDS CANVAS	@ 1.30 YD.	26.00
20 LIGHT BULBS	@ .20 EACH	4.00
2 SLEDGE HAMMERS	@ 3.00 EACH	6.00
6 BALED RAGS	@ 14.80 EACH	88.80
10 PRS. HINGES	@ .40 PR.	4.00
15 GARDEN RAKES	@ 25.00 DOZ.	31.00
12 LAWN RAKES	@ 14.00 DOZ.	14.00
12 MANURE FORKS	@ 4.40 EACH	52.80
15 GALS. GERMITE	@ 3.00 GAL.	45.00
5 PAILS SOAP	@ 8.40 PAIL	42.00
2 AXES	@ 3.00 EACH	6.00
MISCELLANEOUS SUPPLIES		100.00
		$ 926.76

SAY . . . $927.00

B TIRES & TUBES - NEW

TO PROVIDE NEW TIRES FOR 63 TRUCKS, 7 PASSENGER CARS, AND 13 NON-MILEAGE UNITS.

ESTIMATE BASED ON SURVEY OF PRESENT TIRES BY PURCHASING TIRE SHOP. BECAUSE OF THE MANY TIRES THAT WERE RECAPPED LAST YEAR AND ARE NOT RECAPPABLE THIS YEAR, OUR EXPENDITURE FOR NEW RUBBER WILL BE APPROXIMATELY 20% HIGHER THAN THE AMOUNT ALLOWED FOR THE CURRENT YEAR.

AMOUNT REQUIRED . . . $5,500

C SAFETY ITEMS

TO PROVIDE MATERIALS AND SUPPLIES NECESSARY TO PROTECT HEALTH AND SAFETY OF OUR FORCES WHILE PERFORMING THEIR ROUTINE DUTIES.

THE FOLLOWING ITEMS WILL BE NECESSARY FOR THE SAFE OPERATIONS OF STREET CLEANING FORCES:

(a) MATERIALS TO REPLENISH FIRST AID PACKETS	$ 35.00
(b) FIRST AID KITS	25.00
(c) GOGGLES	10.00
(d) SURE GRIP METAL, SAFETY-WALK, FLAGS	200.00
(e) MISCELLANEOUS PURCHASES OF IMPROVED SAFETY ITEMS	50.00
	$320.00

D STREET BROOMS AND HANDLES, ETC.

TO PROVIDE WORKING TOOLS FOR STREET SWEEPERS.

IT IS ESTIMATED THAT THE FOLLOWING NUMBER OF BROOMS AND HANDLES WILL BE REQUIRED DURING 1961-1962 FISCAL YEAR:

APPROXIMATELY 1100 STREET BROOMS	@ $1.72	$ 1,892.00
400 BROOM HANDLES	@ .56	224.00
OTHER TYPE BRUSHES FOR CLEANING EQUIPMENT, ETC.		100.00
		2,216.00

SAY . . . $2,200.00

E NO FUNDS REQUIRED DURING 1961-62.

F GUTTER BROOM WIRE

TO PROVIDE GUTTER BROOM WIRE FOR 12 MOTOR SWEEPERS DURING 1961-62. 11 SWEEPERS USED 12,940 LBS. OF WIRE DURING 1959-60 AT A COST OF $4,790.00.

THE BUREAU RECEIVED FUNDS FOR AN ADDITIONAL MOTOR SWEEPER FOR THE CURRENT FISCAL YEAR. THIS WILL BRING OUR TOTAL TO 12 UNITS DURING 1961-1962.

AN ESTIMATED 14,000 LBS. WILL BE NEEDED DURING 1961-62.

14,000 LBS. @ 32¢ PER LB. = $4,480.00

SAY . . . $4,500.00

(CONTINUED)

G SCOOPS AND SCRAPERS

TO PROVIDE NECESSARY TOOLS FOR GANG SWEEPERS AND BLOCKMEN TO PERFORM THEIR DUTIES IN AN EFFICIENT MANNER. IT IS ESTIMATED THAT THE BUREAU WILL REPLACE 133 HAND SCOOPS DURING THE 1961-62 FISCAL YEAR. A SCOOP LASTS PRACTICALLY ONE YEAR AND COSTS $6.15.

133 x $6.15 = $817.95

600 BROOM SCRAPERS WILL BE NEEDED BY GANG SWEEPERS. THEY COST APPROXIMATELY $.65 each.

600 x .65 = $390.90

TOTAL COST $1208.00

- $1200

H GAS AND OIL

TO PROVIDE FOR THE OPERATION OF AUTOMOTIVE EQUIPMENT. BUDGET REQUEST BASED ON BUREAU FORMULA. MILES TAKEN FROM MILES DRIVEN DURING 1959-60 AND COST OF GALLONS OF GAS USED, PLUS ESTIMATED MILEAGE FOR 1961-62 FOR ADDITIONAL EQUIPMENT TO BE PURCHASED.

NO. OF VEHICLES	ESTIMATED MILES OF TRAVEL	CONSTANT	AMOUNT
6 PASSENGER CARS	61,050	.0143	$873
1 " CAR REQ.	6,000	.0143	86
60 TRUCKS	420,000	.0586	24612
3 TRUCKS REQ.	21,000	.0586	1230
7 NON-MILAGE UNITS x 25.75 ANNUAL COST			180
	ESTIMATED TOTAL COST		$26,981

SAY $27,000 = $27,000

I WEED KILLER

FOR USE IN WEED CONTROL ON CITY-OWNED LAND NOW BEING WEEDED BY HAND.

AMONG THESE AREAS ARE UNIMPROVED STREETS, VACANT LOTS, AND PARTIALLY LANDSCAPED RIGHTS-OF-WAY, i.e., GRADES, MEDIAN AND EMBANKMENTS.

THE BUREAU DURING 1959-60 HAND-WEEDED OVER 45 ACRES, WHICH REQUIRED THE FULL TIME OF A WEEDING GANG CONSISTING OF 3 LABORERS, 1 SUB-FOREMAN WORKING AND ONE TRUCK WITH CHAUFFEUR AND 1 LABORER.

IT HAS BEEN NECESSARY SINCE ENACTMENT OF THE NO BURNING LAWS TO HAND CLEAN WEEDS. THESE WERE PREVIOUSLY BURNED BY THE FIRE DEPARTMENT.

THIS WEEDING PROGRAM WILL CONTINUE FROM YEAR TO YEAR AND SOME METHOD OF CONTROL OTHER THAN REMOVAL IS NEEDED TO REDUCE THE COST.

- $500

J STATIONERY - PRINTED FORMS

TO PROVIDE OFFICE STATIONERY, FORMS, TIME BOOKS, SPECIAL NOTICES AND OTHER MISCELLANEOUS ITEMS.

COST - $500.00 - $500

K NEW METAL SIGNS AND DECALCOMANIAS

TO PROVIDE METAL SIGNS, POSTERS AND DECALCOMANIAS FOR THE BUREAU OF STREET CLEANING'S CLEANLINESS AND ANTI-LITTER CAMPAIGNS, AND FOR EDUCATING THE PUBLIC TO USE THE WASTE RECEPTACLES PLACED ON STREETS FOR THEIR CONVENIENCE.

THE 1959-60 ALLOWANCE OF $100 PURCHASED ONLY 33 SIGNS, WHICH WERE PLACED IN STRATEGIC LOCATIONS THROUGHOUT THE CITY IN CONJUNCTION WITH THE MAYOR'S ANTI-LITTER CAMPAIGN.

THE COST OF REMOVING LITTER FROM THE MAIN STREETS AMOUNTS TO $[illegible],000 A YEAR FOR LABOR ALONE.

ESTIMATED COST OF SIGNS, DECALCOMANIAS, MINOR [illegible] $1[illegible] - $1[illegible]

L ADDITIONAL FUNDS TO BE REQUESTED 1960-61.

Controller's Order No. 4138

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1092

Department Number and Name: PUBLIC WORKS — Bureau or Division: STREET CLEANING — Appropriation Number: 1,431 — Sheet Number 5 of 5 Sheets — Index Number 431

Line Number	Actual Expenditures 1960 1961 (Twelve Months)	FISCAL YEAR 1960 1961 BUDGET Salary Ord. Sec. No. (Item No.)	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	ESTIMATED 1960 1961 Actual First 8 Months (Dollars Only)	Estimate Last 4 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLES OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request with 1960 1961 Budget Cols. 3 and 6 ( ) Decrease Force	Amount	Recommended by Office Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	C A. O. 20	21	22	23	24	25	26	27	28
1	62030				81772				-1191	60315	18500	78875	100.000	EQUIPMENT 1961 - 1962			-		-81772									
2														NEW															
3													402	1 Steel Blueprint Cabinet			184		184			184			184			A
4													428	150 Waste Incinerator			3775		3775			3775			2,510			B
5													428	3 Motorized Street Sweepers			37500		37500			25000			12,500			C
6													428	1-Motor Flusher			14000		14000			14000			0			D
7													428	1 Hydraulic Lift Gate			1250		1250			1250			1,250			E
8													428	1-Chain Saw			275		275			275			225			F
9													446	3 Radio Telephones			2100		2100			2100			700			G
10													456	2 Tool Box Trailers			550		550			550			550			H
11													456	1 Panel Litter Patrol Truck			3200		3200			3200			3,200			I
12													456	1 Automobile with 2-way Radio			2300		2300			2300			0			J
13														REPLACEMENT														
14													428	Mechanical 1 Load Packer			15000		15000			15000			15,000			K
15													428	100 Street Cans			3400		3400			3400			3,400			L
16													428	5 Street Can Sheds			1000		1000			1000			1,000			M
17													456	4 Dump Trucks			38000		38000			38000			38,000			N
18	62030				81772				-1191	60315	18500	78875		TOTAL EQUIPMENT 1961-1962			122534		40762			110034			78,569			
19	62030				81772				-1191	60315	18500	78875		Transfer to Purchaser			122534		40762			110034			78,569			
20					-				-	-	-	-		NET EQUIPMENT			-		-			-			-			
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BUREAU OF STREET CLEANING - EQUIPMENT, CURRENT AND PRIOR YEARS

FISCAL YEAR 1959-60		ACTUAL EXPENDITURES 1959-1960	
	DESCRIPTION		
O.E.	NEW		
428	95 Waste Receptacles	2790	
464	1 Portable Tool Box Trailer	182	
	REPLACEMENT		2972.
428	115 Hand Scoops & 300 Scrapers	936	
428	100 Street Cans	2587	
428	2 Motor Flushers	26732	
428	1 Mechanical Load Packer	13355	
456	2 Dump Trucks	13972	
456	1 Automobile	1476	
			59058.
	TOTAL EQUIPMENT 1959-1960		62030

FISCAL YEAR 1960-1961		BUDGET ALLOWANCE 1960-1961	MODIFICATION	ACTUAL EXPENDITURES	[illegible]
O.E.	DESCRIPTION NEW				
402	1 Blueprint Cabinet	189.		162.	162.
428	1 Motor Flusher	13500.		13671.	[illegible]
428	1 Motorized Street Sweeper	12500.			12500.
428	100 Waste Receptacles	4060.			4060.
428	6 Refuse Containers	1000.			1000.
464	2 Main Broom Dollies	120.		131.	131.
		31364.	[illegible]	13964.	[illegible]
	REPLACEMENT				
428	125 Scoops & 60 Scrapers	1208.	THF.#862 -1208.	-	-
428	100 Street Cans	3400.		1056.	1056.
428	2 Motor Flushers	27000.		27343.	[illegible]
428	5 Can Sheds	1000.			1000.
456	1 Automobile	1800.		1945.	1945.
456	2 Dump Trucks	16000.	12-2?-60 THF.#862 -185.	14407.	14407.
		[illegible]		[illegible]	[illegible]
	TOTAL EQUIPMENT 1960-1961	81772.	-1393.	60319.	[illegible]

SUMMARY OF EQUIPMENT

PRIORITY	ITEM	NET	REPLACEMENT	
1	4 DUMP TRUCKS		38000	
2	1 MECHANICAL LOAD PACKER		15000	
3	100 STREET CANS		3400	
4	5 CAN DOLLY		1000	
5	150 WASTE RECEPTACLES	3775		
6	3 MOTORIZED STREET SWEEPERS	37500		
7	1 MOTOR FLUSHER	14000		
8	1 PANEL LITTER PATROL	3200		
9	2 TOOL BOX TRAILERS	550		
10	1 LIFT GATE HYDRAULIC	1250		
11	1 CHAIN SAW	275		
12	1 AUTOMOBILE	2350		
13	1 STEEL BLUEPRINT CABINET	184		
14	3 RADIO TELEPHONES	2100		
		65134	57400	
			65134	
			122534	= 122534

A STEEL BLUEPRINT CABINET (1) - New

THIS CABINET WILL BE USED TO FILE MANY PRINTS WHICH ARE NOW BEING STORED IN DRAWERS, CLOSETS AND ON DESK TOPS.

THIS BUREAU WAS ALLOWED FUNDS LAST YEAR TO PURCHASE ONE(1) OF THESE UNITS AND THE BUREAU SHOULD HAVE AT LEAST 10 DRAWERS AS OUR INVENTORY OF PRINTS AND DRAWINGS IS MORE THAN WILL FIT INTO ONE FIVE-DRAWER UNIT.

1 5-DRAWER SECTION @ $164 - $164.00
1 BASE @ $19.25 19.25
$183.25

SAY $184 = $184

B WASTE RECEPTACLES (New)

TO PROVIDE FOR NEEDED WASTE RECEPTACLES FOR PLACEMENT ON SAN FRANCISCO STREETS FOR DISPOSAL OF PEDESTRIAN LITTER. NEWSPAPER ITEMS HAVE CRITICIZED THE LACK OF DISPOSAL UNITS. THE PUBLICITY RECEIVED OVER RADIO, TELEVISION AND [illegible] HAD A CONTINUOUS ANTI-LITTER CAMPAIGN AND STRONGLY URGES THE WIDESPREAD USE OF WASTE RECEPTACLES.

TO CONTINUE OUR PROGRAM OF PROVIDING A SUFFICIENT NUMBER OF PEDESTRIAN LITTER DISPOSAL UNITS ON OUR CITY STREETS, IT IS ESTIMATED THE FOLLOWING NUMBER WILL BE NEEDED FOR THE 1961-62 FISCAL YEAR:

75 STANDARD STREET CANS	@ $34.00 each =	$2550.00
25 VECA POLE-TYPE WASTE RECEPTACLES	@ $23.00 "	575.00
50 MESH POLE-TYPE WASTE RECEPTACLES	@ $13.00	650.00
		$3775.00

THE 75 POLE-TYPE UNITS WILL BE PLACED ON OUR DOWNTOWN STREETS AND IN NEIGHBORHOOD SHOPPING AREAS BECAUSE OF THEIR ATTRACTIVE APPEARANCE. THE OTHER UNITS WILL BE PLACED ON ROUTES AND OTHER LOCATIONS.

= $3775

C 3 MOTORIZED STREET SWEEPERS - New

TO SUPPLEMENT OUR FLEET OF 12 MECHANICAL SWEEPERS IN ORDER TO OVERCOME DEFICIENCIES IN SWEEPING SERVICES.

TWO OF THE 3 NEW UNITS REQUESTED WILL BE USED TO ESTABLISH 2 NEW ROUTES AND TO INCREASE THE SERVICE IN RESIDENTIAL AREAS NOW SWEPT ONLY ONCE EVERY 10 WORKING DAYS. THE OTHER MACHINE WOULD BE USED TO REPLACE MACHINES OUT OF SERVICE FOR REPAIR, ETC.

OF THE SWEEPING DAY, THE RECORD FOR 1959-60 SHOWS THAT SWEEPERS WERE OPERATING FOR 69% OF THE TIME AND WERE INOPERABLE FOR 31% OF THE TIME DUE TO TIME CONSUMED FOR NECESSARY SHOP REPAIRS, PREVENTIVE MAINTENANCE AND SERVICING OF EQUIPMENT. THESE FIGURES SHOW THAT AN AVERAGE OF LESS THAN 8 OF OUR 11 SWEEPERS ON HAND THEN WERE IN DAILY OPERATION.

THE BUREAU IS PRESENTLY CLEANING A TOTAL OF 1040 CURB MILES OF STREETS, AN INCREASE OF 4% OVER 1959. EVERY YEAR MORE STREETS ARE PLACED ON OUR SCHEDULE FOR CLEANING. CLEANING OF ADDITIONAL AREAS, SUCH AS REDEVELOPMENT PROJECTS, PARKING AREAS, AND OTHER NEW RESIDENTIAL LOCATIONS, RESULTS IN THINNING OUT OF OUR CLEANING SERVICE. THERE ARE ALSO ADDITIONAL STREETS, SUCH AS EMBARCADERO AREA ACCESS ROADS, WHICH REQUIRE CLEANING. THIS WILL REQUIRE DAILY SERVICE WHENEVER BASEBALL GAMES ARE PLAYED. THERE ARE NUMEROUS CENTER ISLANDS BEING CONSTRUCTED EVERY YEAR AND THESE ARE ONLY BE SAFELY AND QUICKLY CLEANED BY MECHANICAL MEANS. IN ORDER TO KEEP ABREAST OF THE INCREASING NUMBER OF STREETS AND THE NECESSARY CLEANING OF THEM, OUR MECHANICAL CLEANING EQUIPMENT SHOULD BE INCREASED.

DISPOSITION OF 11 SWEEPERS, IN HOURS, DURING 1959-60
1 ADDITIONAL UNIT ALLOWED IN CURRENT BUDGET

SWEEPING	DUMPING	TOTAL WORK HOURS	AVERAGE NO. OF SWEEPERS OPERATING
15,538	7,909	23,447	7.30

= $37,500

B MOTOR FLUSHER (1) NEW

TO PROVIDE FUNDS FOR ONE (1) 2500-GALLON MOTOR FLUSHER IN ORDER THAT OLD HAND-[illegible] AND MOTOR-BROOM SERVICE WILL BE UTILIZED TO ITS FULL VALUE.

THERE ARE SOME AREAS WHICH PRESENTLY GET NO FLUSHER SERVICE BECAUSE OF THE HEAVY DEMANDS OF THE VERY BUSY DISTRICTS.

THE BUREAU IS CONTINUALLY RECEIVING CALLS FOR FLUSHER SERVICE AND WHENEVER A FLUSHER IS OUT OF SERVICE [illegible] IMMEDIATELY NOTICED BY THE RESIDENTS OF THE DISTRICT IN WHICH IT OPERATES.

DOWNTIME IS LEAVING THE BUREAU WITH AN AVERAGE OF ONLY 7 OUT OF 9 FLUSHERS WORKING DAILY. THIS NEW FLUSHER WILL SERVE AS A RESERVE TO BE USED DURING PERIODS OF NECESSARY REPAIRS.

IT IS KNOWN THAT WHERE MOTOR FLUSHERS OPERATE ON A REGULAR SCHEDULE MOSQUITO COMPLAINTS ARE LIGHT.

DISPOSITION OF 9 FLUSHERS IN HOUSE
1 ADDITIONAL UNIT ALLOWED IN CURRENT BUDGET

FLUSHING	DOWNTIME	TOTAL HOURS	AVERAGE NO. OF FLUSHERS OPERATING
14,494	3,109	17,603	7.41

THE COST OF 1 MOTOR FLUSHER WILL BE $14,000

E LIFT GATE (HYDRAULIC) - NEW

THIS IS AN HYDRAULICALLY ACTIVATED LIFT GATE TO BE ATTACHED TO THE REAR OF THE BUREAU'S SUPPLY TRUCK FOR LOADING AND UNLOADING HEAVY OBJECTS FROM GROUND LEVEL TO TRUCK BED SURFACE.

THE DRIVER AND HELPER ASSIGNED TO THE TRUCK ON WHICH THIS REQUESTED UNIT WILL BE INSTALLED FREQUENTLY LOAD AND UNLOAD MANY HEAVY OBJECTS, INCLUDING NEW MOTOR BROOM CORES, 230#, AND STREET STORAGE SHIELDS, 200#.

THE BUREAU AND STAFF SAFETY COMMITTEE RECOMMENDED USE OF THIS DEVICE. THE STATE INDUSTRIAL ACCIDENT COMMISSION ALSO STRONGLY RECOMMENDS USE OF THESE UNITS.

$1 [illegible]

F CHAIN SAW - NEW

TO PROVIDE MEANS OF REDUCING LARGE TREES TO EASILY HANDLED PIECES. THESE TREES MUST BE REMOVED FROM STREETS AND OTHER PUBLIC PROPERTY DURING AND AFTER BAD WEATHER. A POWER SAW HANDLING THESE AND SIMILAR [illegible] BY MAN POWER. WITHOUT SUCH A TOOL THESE TREES MUST EITHER BE CUT WITH HAND TOOLS, TAKING UP TO 20 TIMES AS LONG, OR BE HANDLED WITH HEAVY EQUIPMENT WHICH MUST BE PROCURED FROM OTHER BUREAUS.

THE NOMINAL COST OF THIS ITEM WILL SAVE MANY MAN HOURS OF OVERTIME.

$ [illegible]

G 3 RADIO TELEPHONES (NEW)

2 FOR USE IN BUREAU TRUCKS TO EXPEDITE WORK AND REQUEST FOR SERVICE BY THE PUBLIC.

1 FOR USE IN FLUSHER UNIT FOR EMERGENCY ASSIGNMENTS

3 @ $700 = $2100

H 2 TOOL BOX TRAILERS (NEW)

TO PROVIDE A MEANS OF TRANSPORTATION AND STORAGE FOR TOOLS USED BY SWEEPING GANGS.

THE TRAILERS NOW IN USE HAVE PROVEN TO THE BUREAU THAT THIS METHOD IS PRACTICAL AND ECONOMICAL AND HAS ELIMINATED MUCH BACKTRACKING OF OUR CREWS TO OLD TOOL BOX LOCATIONS, AS THE TRAILER IS ALWAYS PLACED AHEAD OR WITH CREW.

THERE ARE 12 SWEEPING GANGS, 2 OF WHICH [illegible] WILL [illegible] AM.

= $550

I 1 PANEL TRUCK (NEW) INCLUDING 2-WAY RADIO-TELEPHONE (LITTER PATROL)

TO PROVIDE A READY AND ECONOMICAL MEANS OF EXPEDITING [illegible] EQUIPPED WITH A 2-WAY RADIO TELEPHONE AND A LOUD SPEAKER.

EMERGENCY AND OTHER DEMANDS REQUIRE THE DISPATCH OF TRUCK CREWS TO PICK UP SMALL QUANTITIES OF GLASS, WASTE SPILLAGES, ETC., IN ANY PART OF THE APPROXIMATELY 820 MILES OF CITY STREETS.

THE BUREAU NOW HAS ONE LITTER PATROL, RADIO AND PA SYSTEM EQUIPPED, OPERATED BY A J-4 LABORER WHICH HAS PROVED TO BE OF GREAT VALUE IN EMERGENCY CLEANUP. THE CALLS FOR USE OF THIS EQUIPMENT ARE INCREASING, AND OUR PRESENT UNIT IS UNABLE TO HANDLE ALL THE REQUESTS FOR ITS SERVICE.

THIS UNIT CAN ALSO BE USED ON WEEKENDS OR NIGHT EMERGENCY CALLS, AND REQUIRES ONLY ONE-MAN OPERATION.

(CONTINUED)

2-WAY COMMUNICATION SYSTEM WITH CONTROL FROM YARD OFFICES WOULD PROVIDE QUICK COVERAGE OF EMERGENCIES AND REDUCE TRAFFIC HAZARDS BY SPILLAGE OF OIL, ETC.

LOUD SPEAKER SYSTEM INSTALLED ON ONE-MAN LITTER PATROL WOULD PERMIT THIS UNIT TO BE USED WHEN EQUIPMENT IS BEING DEMONSTRATED AND METHODS OF STREET CLEANING ARE BEING EXPLAINED TO GROUPS OF SCHOOL CHILDREN, ETC.

THE CITY OF OAKLAND HAD FOUR LITTER PATROLS AND REPORT EFFICIENT SERVICE THROUGH THEIR USE.

IT COSTS $10.50 PER HOUR TO FULL 3-MAN TRUCK FOR EMERGENCY ASSIGNMENT. WITH THE ACQUISITION OF ANOTHER LITTER PATROL THE CITY WILL BE DIVIDED INTO 2 SECTIONS AND EACH UNIT WILL BE ASSIGNED A SECTION TO PATROL, AND BE IMMEDIATELY AVAILABLE FOR ANY EMERGENCY.

J AUTOMOBILE - NEW - WITH SHORT WAVE RADIO - $3200

TO BE USED FOR TRANSPORTATION BY THE PROPOSED ASSISTANT SUPERINTENDENT IN THE PERFORMANCE OF HIS ROUTINE DUTIES.

AUTOMOBILE	$1600
RADIO	700
	$2300

K MECHANICAL LOAD PACKER (1) REPLACEMENT

TO PROVIDE A MODERN 16, OR OVER, CUBIC YARD LOAD PACKER TO REPLACE OBSOLETE 1948, 13-CUBIC YARD LOOSE MECHANICAL LOADER WHICH DOES NOT PACK THE LOAD INTO TRUCK BODY.

DUE TO NO DUMPING ORDER FROM THE AIR POLLUTION DISTRICT WE ARE FORCED TO HAUL STREET CLEANINGS TO SANITARY FILL IN VISITACION VALLEY, BRISBANE DISTRICT. PRESENT EQUIPMENT USED TOO MUCH TRAVELLING TIME GOING THIS FAR TO A DUMP AREA, MAKING 2 TRIPS A DAY, WHEREAS NEW UNIT WOULD MAKE ONLY ONE, HAULING LARGER LOAD.

MORE STREET RECEPTACLES ARE BEING PLACED ON STREETS DUE TO PUBLIC DEMAND AND THE CITIZENS ANTI-LITTERING CAMPAIGN. THIS TYPE OF EQUIPMENT IS URGENTLY NEEDED.

NUMBER	MAKE	YEAR	LICENSE	MILEAGE	COST SHOP REPAIRS	SALVAGE
356	GMC	1948	E 56421	110410	$9655.00	$1500.00

L STREET CANS (100) REPLACEMENT

TO PROVIDE FUNDS FOR THE PURCHASE OF 100 STREET CANS TO REPLACE THOSE WORN OUT AND BEYOND REPAIR. THIS IS THE MINIMUM NEED FOR REPLACEMENT.

100 @ $34 each = $3400

N CAN SHEDS (5) REPLACEMENT

TO PROVIDE 5 NEW SHEDS TO REPLACE THOSE WHICH THROUGH NORMAL WEAR ARE NOT REPAIRABLE.

THESE SHEDS ARE USED BY BLOCKMEN FOR STORAGE OF STREET CANS USED BY THEM IN CLEANING THEIR ROUTES.

THE USE OF SHEDS IS A SAFETY FACTOR, AND PROVIDES MINIMUM INTERFERENCE WITH PEDESTRIAN TRAVEL. THEY PROVIDE SPACE FOR STORAGE OF 6-8 CANS IN A SMALL SIDEWALK AREA NOT POSSIBLE WHEN SHEDS ARE NOT USED. IF THE CANS ARE NOT SO HOUSED PEOPLE ALSO USE THE CANS FOR ILLEGAL DISPOSAL OF GARBAGE.

5 SHEDS @ $200 EACH = $1000

N DUMP TRUCKS (4) REPLACEMENT

TO REPLACE 4 OBSOLETE 1947 G. M. C. DUMP TRUCKS. THESE TRUCKS SEE MUCH HARD USAGE IN THEIR DAILY SERVICE, AND ARE WELL PAST REPLACEMENT TIME. THEIR TOTAL MILEAGE IS OVER 400,000 MILES. THESE TRUCKS ARE NOW BECOMING COSTLY TO MAINTAIN, AS WELL AS HAZARDOUS TO OPERATE.

THESE DUMP TRUCK BODIES ARE OF A SPECIAL CLOSED-TYPE ADAPTED TO STREET CLEANING OPERATIONS. IT IS REQUESTED THAT ONE OF THESE BE EQUIPPED WITH A STANDARD OPEN-TYPE DUMP BODY AND A FRONT END LOADER ATTACHMENT TO EXPEDITE THE WORK WITH LESS LABOR IN HANDLING MECHANICAL SWEEPER LOADS, WEEDS, BRUSH, AND OTHER BULKY MATERIAL. WE HAVE ONE SUCH UNIT NOW AND IT HAS PROVED TO BE VERY VALUABLE TO THIS BUREAU.

NUMBER	MAKE	YEAR	LICENSE	MILEAGE	SHOP COSTS	SALVAGE
301	GMC	1947	E56387	89971	8647.73	500.00
302	GMC	1947	E56386	117453	7281.81	500.00
303	GMC	1947	E56393	108442	7363.68	500.00
305	GMC	1947	E56418	86735	4500.64	750.00

- $38,000

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1097
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: ALL BUREAUS, INSTITUTIONS & GENERAL — 1.511-545-551-553-

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASSIFICATION OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Payroll Budget 1960-1961 Period	Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR Number of Employees	Rate	Amount	(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS Number of Employees	Rate	Amount	Difference Column	Line No.
1														Local Health													1
2	71832	(12) 12		78336				-	1864	30147	39778	70425	511	Accounting	11			1	18854	11		12	87,596				2
3	300938	(22) 22		412085		- 1		-	18769	136297	188876	325173	513	Administration	23			1	187759	1		21	349,791				3
4		(12) 12											513.991	Interdepartmental	12					12		5					4
5	53300	(37) 37		284346		- 37		-	284346				515	Adult Guidance Center				-37	-284346								5
6	72528	(13) 13		80553				-	484	37794	42275	80069	517	Bacteriological Laboratory	15			1	17074	15		15	87,070				6
7	30651	(4) 4		32754				-	282	15589	16878	32467	519	Chemical Laboratory	6	42993		2	10239	5		4	55,870				7
8	7 9457	(39) 39		760956					9816	344526	406240	830766	521	Maternal & Child Health	47			8	87[illegible]	45		40	805,596				8
9	53744	(10) 9		56329				-	1902	24920	29507	54427	523	City Physicians	7			- 2	- 1967	7		7	51,704				9
10	94911	(16) 16		110701				-	6854	45757	58090	103847	525	Disease Control	19			3	24477	18		16	119,950				10
11	132804	(17) 16		147453				-	921	78166	69083	147249	527	Dairy & Milk Inspection	18			1	14449	17		16	142,452				11
12	99041	(73) 17		110158				-	6338	45781	58039	103820	529	Dental Bureau	17				1441	17		17	115,060				12
13	555994	(13) 73		589441				-	5330	287486	296514	584000	531	Food & Sanitary Inspection	74			1	[illegible]	75		75	600,390				13
14	2446	(3) 13		92502		- 13		-	93255				533	Mental Hygiene				13	[illegible]								14
15	23965	(14) 3		25268				-	303	12206	12699	24905	537	Public Health Education	4			2	1441	4		5	20,520				15
16	965603	(13) 150		1072009				-	23099	515892	533290	1049182	539	Public Health Nursing	157			6	41756	154		152	1,106,000				16
17	72435	(34) 13		82045				-	605	39416	43228	82644	541	Statistics	14			1	[illegible]	14		13	90,700				17
18	211529	(31) 34		232086				-	13330	99951	121805	218756	543	Tuberculosis Control	37			3	4539	35		34	244,600				18
19	2[illegible]	(13) 31		208416				-	835	106305	107365	207671	545	Venereal Disease Control	14			1	17671	13		12	229,250				19
20	3,722960	(97) 514		4369372		- 51		-	349129	1815733	2097248	3912981		[illegible]	674			17	53291	667		657	4,602,910				20
21	737855	(11) 97		837458				-	1984	417230	423912	841142	551	Emergency Hospital Service	98			1	26755	97		97	879,050				21
22	2[illegible]5	(70) 114		830100				-	13275	388632	436510	825142	553	Hassler Health Home	119			5	61175	110		110	879,150				22
23	4[illegible]394	(118) 670		4600457				-	41123	2206847	2371150	4577997	555	Laguna Honda Home	516	5612980		177	10127731	807	5425057	792	5,449,719				23
24	8[illegible]817	(243) 1506		8872491		-120		-	734836	3915979	4167150	8083129	557	San Francisco General Hospital	1611	[illegible]		197	917646	1571	[illegible]	1482	9,287,169				24
25	13[illegible]931	4387		15140308		-120		-	789218	6928688	7397708	14326396		[illegible]	4444	17058405		477	1718977	4511	16772830	4481	16,491,360				25
26						3			131710	1535[illegible]	1741[illegible]	1399[illegible]	561	Administration	17	[illegible]		17	[illegible]	16	[illegible]	6	191,500				26
27						37			[illegible]	1460[illegible]	1446[illegible]	[illegible]	563	Adult Guidance Center	69	369327		69	369327	62	325673	58	300,100				27
28						13			[illegible]	[illegible]	[illegible]	[illegible]	565	Child Psychiatric Clinic	21	166015		21	166015	21	163871	16	146,150				28
29						120			[illegible]	[illegible]	[illegible]	940707	567	Institutional Services	153	887370		153	887370	148	864640	150	295,325				29
30						173			1146[illegible]	[illegible]	[illegible]	[illegible]		TOTAL COMMUNITY MENTAL HEALTH SERVICES	235	[illegible]		[illegible]	[illegible]	[illegible]	1378791	150	1,457,150				30
31	[illegible]	(21) 2901		19509680		4			[illegible]	[illegible]	1[illegible]	[illegible]		[illegible]	1178	2[illegible]8615		697	[illegible]	[illegible]	[illegible]	5100	22,016,910				31
32																											32
33	133584			232250						[illegible]	[illegible]	226771	[illegible]	Nurses United		[illegible]			- 5430		226800		226,800				33
34	[illegible]			232250						1133[illegible]	[illegible]	[illegible]		[illegible]		[illegible]			- 5430		226800		226,800				34
35																											35

511

INDEX NO. 66.02 - D.P.H. CENTRAL OFFICE - ACCOUNTING

COMPARATIVE SCHEDULE OF EXPENDITURES

	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	23,038	26,871	21,102	25,364	25,163	29,140	32,195	34,406	38,551	42,136	44,917	45,120	47,622	50,772	58,560	64,989
Number of Employments	(17)	(12)	(8)	(6)	(8)	(9)	(9)	(10)	(11)	(10)	(10)	(10)	(10)	(10)	(11)	(12)
Temporary Salaries	198	985	805	735	745	413	627	589	2,151	480	327	592	638	215	451	629
Contractual Services	762	684	716	172	760	704	660	689	594	677	727	609	753	603	630	634
Stationery & Office Supplies	315	350	352	330	290	364	367	340	410	349	294	362	343	353	290	339
Other Materials & Supplies	20	3	-	-	-	-	-	-	25	9	74	25	5	1	6	-
Equipment	-	-	-	220	2,813	-	-	-	-	840	506	-	44	178	142	158
TOTAL	24,911	28,819	23,035	27,021	29,771	31,221	33,849	36,024	41,731	44,491	46,845	46,708	49,425	52,122	60,079	66,749	71,832	544

CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1099
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division CENTRAL OFFICE - ACCOUNTING Appropriation Number 1.511.110. etc Fund Number 1 Index Number 511

	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 9 Months (Dollars Only)	Probable Last 3 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Increase or Decrease of Employees With same rate (Budget) Number	Amount	(2) Budget as Recommended by the Controller of Department Number of Employees	Rate	Amount (Dollars Only)	(3) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(4) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Note and Index	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														RECAPITULATION															1
2	(12) 69699		12		75996				-1864	35628	38504	74132	110	Permanent Salaries	13		83958	1	7962	13		83958	1.		79,996					2
3	570				660					385	275	660	120	Temporary Salaries			682		22			682			660					3
4	(12) 70269		12		76656				-1864	36013	38779	74792		TOTAL PERSONAL SERVICES	13		84640	1	7984	13		84640	1.		80,656					4
5	706				895					129	766	895	200	Contractual Services			9153		8258			9153			8,115					5
6	-				-					-	-	-	203	Use of Employee's Cars			360		360			360			0					6
7	313				350					117	233	350	300	Materials & Supplies			400		50			400			350					7
8	544				435					388	-	388	400	Equipment			2137		1702			2137			1,017					8
9	(12) 71832		12		78336				-1864	36647	39778	76425		TOTAL	13		96690	1	18354	13		96690	1.		89,144					9
10														LESS TRANSFERS TO PURCHASE															10
11	676				760					111	649	760		Contractual Services			8978		8218			8978			8,978					11
12	544				435					388	-	388		Equipment			2137		1702			2137			1,017					12
13	1220				1195					499	649	1148		TOTAL TRANSFERS			11115		9920			11115			9,995					13
14	(12) 70612		12		77141				-1864	36148	39129	75277		NET TOTAL	13		85575	1	8434	13		85575	1.		79,149					14
15																														15
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CONTROLLER'S FORM No. 4380

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1100

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE - ACCOUNTING — Appropriation Number: 1,511,110,000 — Sheet Number 2 of 3 Sheets — Index Number 511

Line Number	Actual Expenditures 1959 - 1960 (Dollars Only)	FISCAL YEAR 1960 1961 BUDGET Salary Ord. Sec. No. 94.04 Item No.	Number of Employees	Rate	Amount (Dollars Only)	BOARD'S MONETAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960 1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	III DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 5 and 6 (—) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Note	Line Number
	1	6	6	6	6	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	28	27	28	29	
1	Number of Employees 1959-1960	0,511,11		1./11/60 CR				-1864						PERSONAL SERVICES-PERMANENT SALARIES		358-						358-							1
2	3	13.0	3	436	15696								M2	Account Clerk	3	436	15696			3	436	15696	3	436	15,696				2
3	2	13	2	447-543	12882								M4	Accountant I	2	447-543	12360		-522	2	447-543	12360	2	458-556	12,426			A	3
4	1	14	1	530-644	7728								M6	Accountant II	1	530-644	6840		-888	1	530-644	6840	1	543-660	7,014			A	4
5	1	14.1	1	613-745	8590								M10	Accountant III	1	613-745	8940		350	1	613-745	8940	1	644-782	9,384			A	5
6													M11	Cost Analyst (New)	1	693-842	8526	1	8526	1	693-842	8526	0		0			B	6
7	1	15	1	728-884	9944								M14	Senior Accountant	1	728-884	10440		496	1	728-884	10440	1	764-968	10,960			A	7
8	1	16	1	341-415	4980								M308	Calculating Machine Operator	1	341-415	4980			1	341-415	4980	1	341-415	4,980				8
9	1	17	1	425-518	6216								M412	Senior Clerk-Stenographer	1	425-518	6216			1	425-518	6216	1	436-530	6,360				9
10	2	18	2	341-415	9960								M512	General Clerk-Typist	2	341-415	9960			2	341-415	9960	2	358-436	9,636				10
11	(17) 69699		12		75996			-1864		35628	38504	74132		TOTAL	13		83958	1	7962	13		83958	12		26,456				11
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A. Annual salary ordinance increment.

B. Personal Services
C.E. 110 New Position
1 Bil Cost Analyst @ 693/745

Need:
For the fiscal year 1960-1961, the budget for the Department of Public Health is approximately $20,000,000.00. There is in existance several varied cost accounting systems throughout the department. Various governmental and private agencies request and require reports continuously, and at the present time these systems must be correlated to give uniform information. Section 54 of the Charter states that fees and licenses to be charged shall not be less nor exceed the cost of said regulation or inspection.

Purpose:
To revise cost systems of the Department of Public Health and set up a uniform system throughout the department; perform analysis of functions at the various institutions with the aim of reducing costs and improving efficiency.

Assignment:
This assignment will be assigned to the Accounting Division. A portion of his time will be spent with the Central Office Bureaus; he will also allocate portions of his time to the San Francisco General Hospital, Laguna Honda Home, Hassler Health Home, and Emergency Hospitals.

Requirements:
At least five years' experience in the service of the City and County of San Francisco, with experience in fiscal matters. He should have a knowledge of the Charter, Appropriation Ordinance, Salary Ordinance, payroll procedures, and procurement procedures.

In addition, this analyst should have an educational background in accounting, with specific courses in cost accounting and auditing. At least two years of public health experience is desirable.

CONTROLLER'S FORM No. 4300

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1102
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,511,120,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,511,200,000
FISCAL YEAR 1961-1962 1,511,300,000
1,511,400,000

Department PUBLIC HEALTH Bureau or Division CENTRAL OFFICE - ACCOUNTING Appropriation Number Sheet Number 3 of 3 Sheets Index Number 511

Line No.	FISCAL YEAR 1960-1961: Actual Expenditures for Year 1960 (Dollars Only)	BUDGET: Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR BUDGET ADJUSTMENTS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual Prod 6 Months (Dollars Only)	Probable Next 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 ( ) Decrease: Force	Amount	Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	
1		0.311.120.000												PERSONAL SERVICES - TEMPORARY SALARIES														
2	570				660					385	275	660	120	Temporary Salaries			682		22			682			660				A
3	570				660					385	275	660		TOTAL			682		22			682			660				
4		0.311.200.000												CONTRACTUAL SERVICES															
5	13				60					18	42	60	218	Maint. & Repair Office Equip.			80		20			80			60				B
6	17				75					-	75	75	219	Maint. & Repair Other Equip.			95		20			95			75				C
7	676				760					111	649	760	225	Tabulating Service (P)			8978		8218			8978			8,978				D
8	706				19					129	766	895		TOTAL			9153		8258			9153			9,113				
9	676				760					111	649	760		LESS TRANSFER TO PURCHASER			8978		8218			8978			8,978				
10	30				135					18	117	135		NET TOTAL			175		40			175			135				
11		0.311.203.000												ALLOWANCE FOR USE OF EMPLOYEES' CARS															
12													203	Use of Employees' Cars			360		360			360			0				E
13														TOTAL			360		360			360			0				
14		0.311.300.000												MATERIALS & SUPPLIES															
15	313				350					117	233	350	371	Stationery & Supplies			400		50			400			350				F
16	313				350					117	233	350		TOTAL			400		50			400			350				
17		0.311.400.511												EQUIPMENT															
18	544				435					388		388		Current & Prior Years					435										G
19														REPLACEMENTS															
20													402	Posture Chairs (2)			70		70			70			70				H
21													412	Typewriter (Elec) (1)			440		440			440			440				I
22													412	Adding Machine (Elec) (1)			365		365			365			365				J
23														NEW															
24													402	Copy Holder (1)			42		42			42			42				K
25													402	File (4 Dr.Legal) (1)			100		100			100			100				L
26													402	Desk, Exec. (1)			140		140			140			0				E
27													402	Chair, Exec. (1)			60		60			60			0				E
28													412	Calculator (1)			920		920			920			0				E
29	544				435					388		388		TOTAL			2137		1702			2137			1,017				
30	544				435					388		388		LESS TO PURCHASER			2137		1702			2137			1,017				
31														NET TOTAL															
32																													
33																													
34																													
35																													

A. 1.511.120.000 Temporary Salaries

Class	Expenditures 1959-1960	Expenditures 7/1/60-11/15/60	Estimated 2/1/60-6/30/61	Required 1961-62
B4	$ 85	-	-	-
B512	485	316	660	682
	570	316	660	682

Vacation relief for cashier and counter attendant 6 weeks

Budget typing 2 weeks

Total 8 weeks

B. O.E. 218 Maintenance & Repair - Office Equipment

In accordance with experience: this amount is for servicing and maintenance of seven electric adding machines, two electric calculators, a time stamp, one electric comptometer, and two numbering machines.

$80.00

C. O.E. 219 Maintenance & Repair - Other Equipment

This request will permit the Bureau to have four desks refinished. These desks have not been serviced for at least twenty years and are splintery with pitted tops.

4 desks @ $20.00 (est.) $80.00

Two posture chairs to be recovered. Continuous daily use has made the fabric on these chairs very worn.

2 chairs @ $7.50 (est.) 15.00

$95.00

D. O.E. 225 Tabulating Service

These funds are required to consolidate the activity reports and cost reports of the Department of Public Health into one operation. This should expedite reports required by various Federal, State, and City governments and agencies.

At the present time, these reports are a combination of machine and hand tabulation. The bureaus covered in this consolidation are Maternal and Child Health, Disease Control, Public Health Nursing, Tuberculosis Control, and Venereal Disease Control. When this operation is fully tested the personnel now maintaining the hand tabulation will be surveyed as to their necessity.

Later, the entire Central Office will be included, and more positions will be surveyed.

The total cost of this operation is $8,043. of which $3,341. is now recurring. $4,043

Budget Statistics in accordance with experience 232

$8,275

E. 1.511.203.000 Use of Employees' Cars

Travel expense for Cost Analyst

$30.00 per month x 12 $360.00

$400.00

F. O.E. 371 Stationery & Office Supplies

In accordance with experience, materials and supplies required for the use of the Accounting Bureau. Additional amount required for increased number of reports and extra work required by statutory and governmental agencies.

	EQUIPMENT	REPLACEMENT	
H.	O.E. 402 Posture Chairs (2) 2 chairs @ $35.00 Scrap value	$70.00 0	Net $70.00
I.	. .. 412 Typewriter #J1056284 Remington purchased 1947 14" carriage (electric) Scrap value		
	(Electric machine needed [illegible]		
J.	Adding Machine [illegible]		
	[illegible]		

K. O.E. 402 Copy Holder (1) .00
Line-a-time Model 125
Vital for budget typing

L. File, 4 drawer, legal (1) 100.00
Increased records necessary for ready reference.

M. O.E. 412 Calculator (1) *
Chair, executive (1) *
Desk, executive (1) *

* For Cost Analyst's Use

Total new equipment request

Total equipment request

FISCAL YEAR	[illegible]	DESCRIPTION	1959-1960 ACTUAL ALLOCATIONS	BUDGET ALLOWANCES	1960-1961 ACTUAL EXPENDITURES	PROBABLE EXPENDITURES
1959-1960	[illegible]	Copy Holder	$ 33.	$	$	$
1959-1960	[illegible]	Typewriter	168.			
1959-1960	[illegible]	Adding Machine	343.			
1960-1961	[illegible]	Chair Posture		70.	65.	
1960-1961	[illegible]	Adding Machine		365.	323.	
		TOTAL	$ 544.	$ 435.	$ 388.	$ -

ADMINISTRATION

DISTRIBUTION OF COSTS

	7/1/59-6/30/60	7/1/60-12/31/60	1/1/61-6/30/61	7/1/60-6/30/61	7/1/61-6/30/62
COSTS					
Personal Services	$ 135940	$ 65895	$ 79816	$ 145711	$ 169302
Contractual Services	139563	57100	81336	138436	173923
Materials & Supplies	4451	2582	3754	6336	7302
Fixed Charges	30450	10720	16062	26782	27142
TOTAL COSTS	$ 310404	$ 136297	$ 180968	$ 317265	$ 377369
DISTRIBUTION					
Transportation - Non Residents	$ 850	$ 132	$ 208	$ 400	$ 1750
Removal Dead Animals	8400	4950	4950	9900	9900
Private Hospital Care	35308	20640	19360	40000	50000
Homemaker Service & Home Care	50	1331	13669	15000	25000
Medical Service & Care - Other Counties	49872	8517	21483	30000	35000
Burial - Indigent Dead	25371	10720	14280	25000	27000
Nalline Testing	6158	3648	5015	8663	9242
Community Mental Health Program	8914	* Transferred to Index 561 *			
TOTAL	$ 134927	$ 49938	$ 79025	$ 128963	$ 157892
Charges to Other Bureaus & Institutions	121089	86359	101943	188302	221477
TOTAL DISTRIBUTION	$ 310401	$ 136297	$ 180968	$ 317265	$ 379369
RECEIPTS					
Burial Refunds	$ 8355	$ 4102	$ 4098	$ 8200	$ 8000
Nalline Testing	-	623	5377	6000	9000
Community Mental Health Program	194742	* Transferred to Index 561 *			
TOTAL	$ 403097	$ 4225	$ 9475	$ 14200	$ 17000
NALLINE TESTING					
Cost	$ 6158	$ 3648	$ 5015	$ 8663	$ 9242
Tests	1901	2107	2496	4603	4600
Cost per test	$ 3.24	$ 1.73	$ 2.01	$ 1.88	$ 2.01

INDEX NO. 513 - D.F.H. CENTRAL OFFICE - ADMINISTRATION

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	84,713	87,160	93,044	97,796	99,503	101,306	105,279	109,656	109,962	131,909
Number of Employments	(23)	(23)	(20)	(20)	(19)	(19)	(20)	(19)	(21)	(22)
Allowance for Overtime	3,661	1,988	1,819	2,181	1,863	1,364	1,850	1,461	1,615	861
Holiday Pay	741	39	-	-	-	-	-	-	-	-
Sick Leave	4,969	4,185	1,276	1,255	2,147	873	1,392	2,508	2,340	823
Leave Replacements	33,795	44,616	-	-	-	-	-	-	-	-
Temporary Salaries	4,747	1,730	2,305	1,993	1,920	1,878	2,489	2,045	2,136	1,451
Military Leave	-	-	-	112	-	-	-	-	-	-
Fees & Other Compensations	193	141	510	388	467	134	460	805	685	502
Maintenance & Repair of Buildings	7,118	6,105	5,126	-	-	-	-	-	-	-
Maintenance & Repair of Auto Equipment	1,879	2,361	1,878	822	1,427	1,565	1,008	1,267	1,218	989
Heat, Light & Power	5,357	5,561	5,728	5,835	5,936	6,105	6,518	6,651	6,864	7,205
Removal of Dead Animals	4,800	5,100	6,600	6,600	6,600	7,500	7,500	8,400	8,400	8,400
Medical Service & Care	9,340	9,747	8,240	2,659	9,178	11,907	9,573	12,653	-	49,922
Care of Indigents	24,522	18,496	16,467	17,394	13,029	25,335	27,808	33,822	37,170	35,308
Other Contractual Services	19,022	22,383	23,508	24,641	25,385	25,898	27,107	25,972	34,563	37,739
Fuels & Lubricants	867	749	603	693	710	662	670	486	547	522
Stationery & Office Supplies	3,376	2,616	2,259	2,452	2,478	2,615	1,942	1,898	2,569	2,223
Other Materials & Supplies	2,608	1,609	1,642	969	1,081	1,383	1,222	1,203	280	1,706
Equipment	1,896	769	150	2,973	1,886	-	2,875	638	6,511	922
Fixed Charges	742	1,060	980	1,005	1,060	-	1,085	1,087	1,278	1,385
Burial of Indigent Dead	24,221	18,042	17,668	16,846	17,240	16,577	16,776	20,943	20,396	25,371
TOTAL	238,567	234,537	190,603	186,614	192,703	205,602	215,554	231,495	236,534	306,938

FEMALE MINORS

	193,046	186,687	164,711	170,284	186,991	196,559	206,710	209,654	212,530	225,584

CONTROLLER'S FORM No. 4230

1107

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: Central Office-Administration — Appropriation Number: 1,513,110 ETC. — Index Number: 513

Line Number	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	(1) BUDGET AS PROPOSED BY DEPARTMENT: Number of Employees	Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR: Number of Employees	Rate	Amount	(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS: Number of Employees	Rate	Amount	Note or Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
1														RECAPITULATION												1
2	(22) 131909		22		159004		-1		-22270	82681	74713	137394	110	Permanent Salaries	23		161724	1	5300	23	161724	21	156,975			2
3	861				1550					103	1447	1550	111	Overtime			1916		300		1916		1,550			3
4	823				1000				2873	984	2889	3873	115	Sick Leave			1788		700		1788		1,000			4
5	1451				1600				894	1952	542	2494	120	Temporary Salaries			3344		1244		3344		1,600			5
6	502				400					175	225	400	140	Fees & Other Compensation			800		400		800		400			6
7	(22) 135546		22		104214		-1		-18503	65895	79816	145711		TOTAL PERSONAL SERVICES	23		169932	1	5388	23	169932	21	161,475			7
8	52833				50956				2530	26012	26824	53436	200	Contractual Services			[illegible]		18		63537		58,749			8
9	-				-					-	-	-	203	Use of Employees' Care			300		300		300		0			9
10	35308				40000					20640	19360	40000	267	Medical Services & Care Private Hospitals			40000		20000		40000		40,000			10
11	50				15000					1331	13669	15000	267.001	Medical Services & Care Home Care			30000		15000		30000		30,000			11
12					100000				-100000				267.002	Medical Services & Care Psychiatric Care			139500		39500		0					12
13	49872				10000				20000	8517	21483	30000	267.003	Medical Services & Care OtherCounties			35000		25000		35000		30,000			13
14	1500												269	Other Professional Services												14
15	2903				3198				470	1884	1784	3668	300	Materials & Supplies			4727		1529		4727		3,734			15
16	1548				1450				1218	698	1970	2668	361	Drugs, Chemicals, Gases			2950		1500		2950		2,000			16
17	922				2850				5058	-	7904	7904	400	Equipment			2925		75		2925		2,255			17
18	26456				24437					10720	16062	26782	800	Fixed Charges			29782		4345		29782		26,782			18
19									100000				815	Officer's Self Insurance Fund												19
20									7996				999	Public Health Assistance Fund												20
21	(22) 306938		22		412085		-1		18769	139297	139374	325171		TOTAL	23		394924	1	127939	23	394924	21	345,791			21
22														LESS TRANSFER TO PUBLIC HEALTH												22
23	19968				19097				783	10153	12565	22718		Contractual Services			25559		5968		25559		22,165			23
24	851				928				125	442	571	1013		Materials & Supplies			1777		733		1777		1,189			24
25	922				2850				5058		7904	7904		Equipment			2925		75		2925		2,255			25
26	21741				23472				5966	10640	19046	29686		TOTAL TRANSFER TO PUBLIC HEALTH			30191		6776		29966		25,609			26
27	7205				7500					3372	3955	7327		Less Rent, Light & Power			7500		7500		7500		7,500			27
28	28946				30972				5966	14012	22521	36533		TOTAL TRANSFER			37691		14276		37466		33,109			28
29	(22) 277992		22		381110		-1		12803	122285	105977	228262		NET TOTAL	23		357233	1	113663	23	357458	21	312,682			29
30																										30
31														RECEIPTS												31
32	225534				232250					113350	113350	226700	251	Reimbursement			226950		-250		226950		226,950			32
33	225534				232250					113350	113350	226700		TOTAL			226950		-250		226950		226,950			33
34																										34
35																										35

CONTROLLER'S FORM No. 4338

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: PUBLIC HEALTH — Bureau or Division: Central Office-Administration — Appropriation Number: 1,513,110,000 — Sheet Number 2 of 8 Sheets — Index Number 513

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Line No.
1	Number of Employees 1959-1960	0.311.110.000				12/31/60 CR			-911					TEMPORARY SALARIES														
2	2	1	2	325	7196											268-325			268-325	7110	2	281-341	7,420				A
3	1	2	1	425-510	6216								B228	Senior Clerk	1	425-518	6216			1	425-518	6216	1	436-530	6,360			
4	4	3	4	350-425	19067	12/9/60	-1	350-425	-5100				D408	General Clk.Stenographer	3	350-425	15220	-1	-3847	3	350-425	15220	3	367-447	15,798			B
5	1	4	1	425-518	6216	12/29/60 JV1760	1	425-518	4195				D412	Senior Clk. Stenographer	2	425-518	11448	1	5232	2	425-518	11448	2	436-530	12,086			
6	2	5	2	325-395	9480								D454	Telephone Operator	2	325-395	9480			2	325-395	9480	2	341-415	9,174			
7	1	6	1	341-415	4940								B512	General Clerk-Typist	1	341-415	4980		40	1	341-415	4980	1	358-436	5,232			A
8													B512	General Clerk-Typist (NEW)	1	341-415	4194	1	4194	1	341-415	4194	0		0			D
9	1	6.1	Rate 1	341-415	1494								B512	General Clerk-Typist P.T.	Rate 1	341-415	1494			Rate 1	341-415	1494	1	358-436	1,494			
10	1	7.1	1	425-518	6216								B516	Senior Clerk-Typist	1	425-518	6216			1	425-518	6216	1	436-530	6,360			
11	1	8	1	295-358	4109								C52	Elevator Operator	1	295-358	4296		187	1	295-358	4296	1	310-376	3,810			A
12													G51	Personnel Assistant (NEW)	1	543-660	6678	1	6678	1	543-660	6678	0		0			E
13	1	9	1	782-950	10950								G81	Sr. Departmental Personnel Officer,HealthSvs.	1	782-950	11400		450	1	782-950	11400	1	821-997	11,964			
14	1	10	1	1273-1548	18576								L16	Asst.Director of Pub. Health	1	1273-1548	15660		-2916	1	1273-1548	15660	1	1337-1625	16,846			A
15						12/29/60 JV1796	1	1500	1500				L17	Asst.Director of P.H.Instit.	1	1500	18000	1	18000	1	1500	18000	1	1337-1625	19,423			F
16	1	11	1	1474-1791	21492								L18	Director of Public Health	1	1474-1791	21492			1	1474-1791	21492	1	1548-1881	22,572			
17	1	11.1	1	1511	15282	12/9/60 JV1673	-1	1248-1511	-15282				L365	Program Chief Mental Health Services				-1	-15282									G
18	1	12	1	924	10872	JV1673	-1	924	-10872				U4x1	Chief Clinical Psychologist				-1	-10872									G
19	1	12.1	1	350-425	4080								W103	General Clerk-Stenographer	1	350-425	4080		16	1	350-425	4080	1	367-447	4,940			
20	1	12.2	1	481-584	7008								T155	Med. Social Service Worker	1	481-584	7008			1	481-584	7008	1	505-613	7,356			
21	1 (-1)	12.4	Rate 1	862-1047	5898								L360	Physician P.T.	Rate 1	862-1047	6182		294	Rate 1	862-1047	6182	1	905-1099	6,490			A
22	131209		22		149004		-1		-12270	62691	74713	137394		TOTAL	23		161754	1	2090	23		161754	21		156,925			
23																												
24																												
25																												
26																												
27																												
28																												
29																												
30																												
31																												
32																												
33																												
34																												
35																												

A. Annual salary increments

B. Transfer of positions to Community Mental Health Services - Administration, Index #561, December, 1960.

C. and F. Creation of positions of L-17 Assistant Director of Institutions and R412 Senior Clerk Stenographer, Ordinance #566-60.

D. 1 - R-512 General Clerk-Typist @ 341/415

The present clerical staff of the Personnel Office consists of:

(1) B-516 Senior Clerk-Typist
(1) B-408 General Clerk-Stenographer
(1) B-512 General Clerk-Typist
(1) B-512 General Clerk-Typist (12 hours per week)
(2) B-210 Office Assistant (1 information and mail clerk)
(1 Messenger)

There has been no increase in this staff in at least ten years. However, the number of employees in the Department of Public Health have increased from 1,825 in July, 1951 to 2,882 in July, 1960. This increase in departmental personnel has obviously increased the paper work processed by our office in volume and complexity. An increase in the necessity of more rapid processing of certain documents has been occasioned by changes in regulations of the Budget Division, Controller's Office and the Civil Service Commission.

The responsibility for processing and furnishing accurate and immediate information in connection with large temporary payrolls and more frequent extensions of temporary requisitions is handled by virtue of considerable time and effort on the part of an experienced employee.

An additional B-512 General Clerk-Typist is necessary to assist in alleviating the volume and pressure of important phases of personnel procedures. In order for the Personnel Office to fulfill its function adequately for the benefit of the Department as a whole, the individual bureaus and employees and to comply with requirements of other City departments, it is recommended that this one additional employment be approved.

E. 1 - G-51 Personnel Assistant @ 543/660

This position is requested for assignment at San Francisco General Hospital and Laguna Honda Home.

There are over 500 employees at the Laguna Honda Home, and over 1,400 at the San Francisco General Hospital. Employees in these institutions range from the highest professional classifications (Doctors, Registered Nurses, Social Service Workers, etc) to the least skilled and trained workers (Orderlies, Porters, Kitchen Helpers).

The great variety of employments is indicated by the fact that there are some sixty-nine separate Civil Service Classifications at the Laguna Honda Home and one hundred twenty six (126) at the San Francisco General Hospital. The Personnel Assistant assigned to these institutions would assist the Personnel Office in this Department in the following work:

1. Expedite Personnel Procedures such as terminations, layoffs, requisitions for replacements, suspensions, leaves of absences, etc.

2. Assist in the setting up and maintaining of personnel records such as efficiency ratings, absence reports, disciplinary actions, etc.

3. To assist in making investigations and reports relating to disciplinary procedures.

4. To cooperate with the Superintendents and Chiefs of Service in the Institutions when reassigning personnel within the Institutions.

5. To act as Counsellor to employees in the Institutions regarding the application of Civil Service Rules, Departmental Policies, etc.

6. To assist in the conduct of Orientation of In-Service training programs.

7. To prepare statements of duties as requested when related to classification surveys, establishment of new positions, etc.

8. To prepare charts and diagrams relative to personnel activities, etc.

9. To investigate absences due to illness or otherwise and to assist in establishing control to eliminate abuses of these privileges.

10. To prepare reports and perform related duties as required.

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO — 1110
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1.513.111.000
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1.513.115.000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1.513.120.000
FISCAL YEAR 1961-1962 1.513.140.000

Department, Bureau or Division: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: Central Office-Administration — Appropriation Number — Sheet Number 3 of 8 Sheets — Index Number 513

Line No.	Actual Expenditures 1960-1961 (Dept. & Div.)	FISCAL YEAR 1960-1961 BUDGET Salary Std. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (—) Decrease Form	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	
1		0.513.111.000												ALLOWANCE FOR OVERTIME														
2	861				1550					103	1447	1550	111	Overtime			1916		360			1916			1,550				A
3	861				1550					103	1447	1550		TOTAL			1916		360			1916			1,550				
4																													
5		0.513.115.000				12/22/60								PERSONAL SERVICES-SICK LEAVE														
6	823				1000	SAV1666			2073	984	2889	3873	115	Sick Leave			1788		788			1788			1,000				B
7	823				1000				2073	984	2889	3873		TOTAL			1788		788			1788			1,000				
8																													
9		0.513.120.000				ORD #								PERSONAL SERVICES-TEMPORARY SALARIES														
10	1451				1000	9118-60			849	1952	542	2494	120	Temporary Salaries			3344		1744			3044			1,600				C
11	1451				1000				849	1952	542	2494		TOTAL			3344		1744			3044			1,600				
12																													
13		0.513.140.000												PERSONAL SERVICES-FEES-OTHER COMPENSATION														
14	[illegible]				400					175	225	400	140	Fees & Other Compensation			800		400			800			400				D
15	502				400					175	225	400		TOTAL			800		400			800			400				
16																													
17																													
18																													
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31																													
32																													
33																													
34																													
35																													

A. 1.513.111.000 Allowance for Overtime

Class	Expenditures 1959-1960	Expenditures 7/1/60-11/15/60	Estimated Expenditures 1960 - 1961	Est. Req. 1961 - 1962
B2	$ 178	$ --	$ 248	$ 351
B4	--	--	228	290
B6	123	--	126	189
B308	176	--	277	305
B408	--	--	52	57
B512	384	--	516	724
B516	--	103	103	--
Total	$ 861	$ 103	$ 1550	$ 1916

B. 1.513.115.000 Sick Leave

Class	Expenditures 1959-1960	Expenditures 7/1/60-11/15/60	Probable Expenditures 1960 - 1961	Est. Req. 1961 - 1962
B408	$ 90	$ ---	$ 100	$ 100
B454	329	131	400	450
B512	378	853	1023	1025
B516	---	---	2350	---
C52	26	---	---	213
	$ 823	$ 984	$ 3873	$ 1788

C. 1.513.120.000 Temporary Salaries

Class	Expenditures 1959-1960	Expenditures 7/1/60-11/15/60	Probable Expenditures 1960 - 1961	Est. Req. 1961 - 1962
B4	$ ---	$ 894	$ 894	$ ---
B210	---	---	---	302
B408	75	---	---	265
B454	474	394	488	550
B512	576	239	392	752
B516	---	425	425	425
C52	284	---	295	295
L360	42	---	---	455
	$ 1451	$ 1952	$ 2494	$ 3044

D. 1.513.140.000 Fees & Other Compensation

Fees paid to hearing reporter for personnel and condemnation hearings. Increase in property condemnation cases account for additional request. $ 900

CONTROLLER'S FORM No. 4018

CITY AND COUNTY OF SAN FRANCISCO 1112
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,513,200.000 1,513,267.000

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: Central Office-Administration — Appropriation Number — Sheet Number 4 of 8 Sheets — Index Number 513

Line Number	Actual Expenditures 1960-1961 (Dollars Only)	1961-1962 BUDGET Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 9 and 5 (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1		0.311.200.000												CONTRACTUAL SERVICES														
2	10					ORD.#566-60			80	10	70	80	201	Travel Expense-Local Fares			200		200			200			100			A
3	95												204	Hire of Autos														
4	700				700						548	548	206	Travel Expense-Non Local			2050		1350			1350			700			B
5	850				400					132	268	400	206	Travel Expense-Non-residents			1750		1350			1750			1,750			J
6	909	0.311.210.513			907	ORD.#566-60			50	328	597	925	216	Maint. & Repair Auto Equip.(P)			1375		468			1375			1,000			D
7	1566				875					460	407	875	218	Maint. & Repair Office Equip.			1200		325			1200			900			E
8	142				0					10	10	20	219	Maint. & Repair-Other Equip.			250		250			250			100			F
9	1500	0.311.224.513			1225					714	786	1500	224	Services Reproduction Bur.(P)			1500		275			1500			1,350			G
10	589	0.311.225.513			650					458	192	650	225	Services Tabulating Bur. (p)			725		125			725			650			H
11	7205	0.715.231.513			7500					3372	3855	7227	231	Heat, Light, Power (U)			8415		915			7500			7,500			I
12	16275	0.311.232.513			16300	ORD.#566-60			60	8351	8545	16896	232	Telephone & Telegraph (P)			20604		4364			20604			18,250			J
13		0.311.232.513.1				ORD.#566-60			25																			
						ORD.#566-60			112		137	137	232	Telephone & Telegraph Installation (P)			560		560			560			250			K
14	13087				13000					7326	5674	13000	233	Postage			10000		3000			15000			15,000			L
15	220				150	ORD.#566-60			75	17	208	225	235	Subscriptions			250		100			250			225			M
16	615	0.311.237.513			615					307	308	615	237	Scavenger Service (P)			665		50			665			665			N
17	164				164	ORD.#566-60			92	78	178	256	241	Rental Office Machines			200		36			200			200			O
18	8400				8400	1/22/60 SUV 1066			1500	4950	4950	9900	255	Removal Dead Animals			9900		1500			9900			9,900			P
19	354									76	76	152	269	Other Professional Services			350		350			350			175			Q
20	72				50					15	15	30	298	Other Contractual Services			50					50			30			
21	50833				50956				2530	20012	26824	53436		TOTAL			66154		15218			63539			58,745			
22	19268				19097				783	10158	10505	20723		Less Transfers to Purchaser			25539		5842			25539			22,165			
23	7205				7500					3372	3855	7227		Less Heat, Light & Power			8415		915			7500			7,500			
24	25660				23739				1747	13002	12404	25480		NET TOTAL			32200		8461			30500			29,080			
25		0.311.201.000												ALLOWANCE FOR USE OF EMPLOYEES' CARS														
26					0								203	Use of Employees' Cars			384		384			384			0			R
27					0									TOTAL			384		384			384			0			
28		0.311.207.000												CONTRACTUAL SERVICES-CARE INDIGENTS														
29														MEDICAL SERVICES & CARE PRIVATE HOSPITALS														
30	23582				25000					12510	12490	25000	207	In-Patient			40000		15000			35000			25,000			
31	12720				15000					8130	6870	15000	207	Out-Patient (Clinic)			20000		5000			15000			15,000			
32	35308				40000					20640	19360	40000		TOTAL			60000		20000			50000			40,000			
33																												
34																												
35																												

* Supplemental Appropriation Request in Process.

BUDGET ESTIMATE INDEX NO. 513 OPPOSITE SHEET NO. 4

EXPLANATION SHEET

 1113

A. 1.513.200.000 Contractual Services
O.E. 201 Travel Expense-Local Fares

Parking meter, bridge tolls, telephone calls, etc., for Assistant Director, Institutions, and Director of Public Health — $200.00

B. O.E. 206 Travel Expense-Non Local

Director of Public Health

1.	Conference of Local Health Officers (2) meetings	$200	
2.	American Public Health Association	450	
3.	Mill-Burton Fund Allocation Meeting	100	
4.	Meetings as called by State Dept. of Public Health	100	$850.00
	Assistant Dir. of Pub. Health, Hospital Services		
5.	California Hospital Ass'n. meetings		[illegible].00
	Personnel Officer		
5.	Public Personnel Administration Regional Conferences		150.00
	Director, Bureau of Accounts (Alternate-Asst. Dir.)		
5.	Association of Business Management in Public Health Seminar		150.00
	(For detail of 1-5 see page 2 of 2)		$1150.00

C. O.E. 206 Travel Expense-Non Residents

To provide funds to transport non-residents from S.F. General Hospital to their place of residence. If these funds were not available, higher cost to the city and county would result from continuing necessary care at the hospital — $ 1750.00

D. O.E. 216 Maint. & Repair-Auto Equip. (P)

For maintenance and repair of automotive equipment charged to the Administration Bureau. In accordance with experience plus new Assistant Director of Hospital Services. — $ 1[illegible].00

E. O.E. 218 Maint. & Repair-Office Equipment

For repair of office equipment in Central Office Bureaus: typewriters, postage meter machine, time stamps, etc., in accordance with experience. — $ [illegible]

F. O.E. 219 Maint. & Repair-Other Equipment

For maintenance and repair of equipment other than those classified as office items. — $ [illegible]

G. O.E. 224 Services of Reproduction Bureau (P)

To provide funds for photostating and other reproduction work for Dept. of Public Health; in accordance with experience. — $ [illegible]

H. O.E. 225 Services of Tabulating Bureau (P)

To provide funds for tabulating service for Central Office Bureaus in accordance with estimate as furnished by Purchasing Department. — $ 771.00

I. O.E. 231 Heat, Light, Power (U)

Estimated cost of services supplied by P.U.C. — $ [illegible]

J. O.E. 232 Telephone & Telegraph (P)

To provide telephone and telegraph services for the Central Office Bureaus.

Location	Monthly Service Charge	Period of Service	Computation	Total
Rooms 117-124 101 Grove Street	$ 42.95	7-1-61 thru 6-30-62	$42.95 x 12	$515.40
33 Hunt St.	18.15 .40	7-1-61 thru 6-30-62 7-1-61 thru 6-30-62	18.15 x 12 .40 x 12	217.80 4.80
Room 214, 101 Grove St.	15.00	7-1-61 thru 6-30-62	15.00 x 12	180.00
Child Psychiatric Clinic	69.[illegible]	7-1-61 thru 6-30-62	69.[illegible] x 12	[illegible].00
150 Otis St.	50.00	7-1-61 thru 6-30-62	50.00 x 12	[illegible].00
Room 402, 101 Grove St.	1.70	7-1-61 thru 6-30-62	1.70 x 12	[illegible].40
Alemany Health Center	[illegible] [illegible]	7-1-61 thru 6-30-62 7-1-61 thru 6-30-62	[illegible] x 12 [illegible] x 12	[illegible].00 15.00
Marina-Richmond Health Ctr.	15.00	7-1-61 thru 6-30-62	[illegible] x 12	[illegible].00
Northeast Health Center	[illegible]	7-1-61 thru 6-30-62	.60 x 12	[illegible].[illegible]
Sunset Health Center	6.50 .70	7-1-61 thru 6-30-62 7-1-61 thru 6-30-62	6.50 x 12 .70 x 12	78.00 8.40
Westside Health Center	5.50	7-1-61 thru 6-30-62	5.50 x 12	66.00
Room 422, 101 Grove St.	5.50	7-1-61 thru 6-30-62	5.50 x 12	66.00
Room 310 & Inner Office 101 Grove Street	12.50	7-1-61 thru 6-30-62	12.50 x 12	150.00
	Total additional monthly service charges required			$1,164.00
	Funds required for existing telephonic equipment and telegrams			17,300.00
	Total recurring requirements			$[illegible],[illegible].00

K. O.E. 231.1 Telephone & Telegraph Installation.

New Installations (non-recurring).

Location	Description	Total
Rooms 117-124 101 Grove St.	Inter-communicating system separate from switchboard; by dialing one digit, a party could reach any room	$ 76.00
33 Hunt Street	Visual K.T. system Three telephone location changes and 1 instrument Four spring cords	31.00 12.00 8.00
Room 214, 101 Grove Street	Install three telephones with K.T.S. system	25.00
Child Psychiatric Clinic	Installation of 14 telephones with K.T.S. system	140.00
150 Otis Street	Install 10 telephones with K.T.S. system in 10 offices	100.00
Room 402, 101 Grove Street	Install one extension telephone; at present only one telephone in Room 404 for Rooms 402,402A, & 404	4.00
Alemany Health Center	Install telephone in Medical Officer Room #2. Install lights & busy lamp on all lines & telephones	10.00 60.00
Marina-Richmond Health Center	Telephone for Medical Officer's desk	10.00
Northeast Health Center	Extension line and phone into room)	4.00
Sunset Health Center	Installation visual lights and wiring	6.00
Westside Health Center	Install one additional line	10.00
Room 324, 101 Grove Street	Install 1) foot extension cord	3.50
Room 422, 101 Grove Street	Install one telephone and line	10.00
Room 310 & Inner office	Install lights and hold buttons on three telepe.	[illegible].00
	Total non-recurring charges	$[illegible].50

L. O.E. 233 Postage

Postage requirements for twelve Public Health Bureau, Emergency Hospital Service, Maxwell Health Home, Laguna Honda Home, San Francisco General Hospital, plus expanded Mental Health Program and 25% increase in postage rates (1959-60). — $[illegible].00

M. O.E. 235 Subscription

Subscriptions for periodicals and medical journals for Dept. of Public Health — $ 175.00

Periodicals and journals on hospital equipment for Assistant Director of Public Health, Hospital Services — [illegible].00

N. O.E. 237 Scavenger Service (P)

To provide scavenger service for Central Office based on present contract (July 1960) — $ 645.00

O. O.E. 241 Normal Office Machines

Rental of typewriters and other office machines for preparation of annual budget, also rental of postal meter component parts. — $ [illegible].00

P. O.E. 255 Removal Dead Animals

Removal of dead animals, in accordance with contract quotation (July 1960), from streets of City and County of San Francisco. — $ [illegible].00

O.E. 269 Other Professional Services

Services of Court Reporter and transcripts for condemnation and personnel disciplinary hearings $ 350.00

O. 1,513,201,000 Use of Employees' Cars

Necessary travel for Personnel Assistant between Central Office, institutions, etc. $ 384.00

Indications are that it will be necessary to request supplemental funds for both In-Patient and Out-Patient services within the next quarter of the present fiscal year. There has been a marked increase in the referrals of both services within the past months.

In-Patient Care

1960-61 Appropriations $25,000.00

Total Authorizations (7-1-60 thru 10-31-60) $15,717.22

$ 47,141.66

One of the reasons for the increased use of the In-Patient fund is the shortage of beds at the San Francisco General Hospital.

On the basis of experience, it is recommended that the appropriation for the fiscal year, 1961-1962 for In-Patient care be:- $35,000.00

Out-Patient Care

1960-61 Appropriation $15,000.00

Total Authorizations (7-1-60 thru 10-31-60) $11,298.00

$ 26,298.00

On the basis of experience, it is recommended that the appropriation for the fiscal year, 1961-1962, for Out-Patient care be:- $1 ,000.00

P. (Continued from Page 1 of 2)

(1) Various locations throughout State at call of State Department of Public Health, attendance mandatory by law.

(2) On East Coast in Fall, membership authorization Admn. Code 16.6.10.

(3) Los Angeles, September, 1961.

(4) Various locations throughout State, required by State of California.

(5) Time and locations of meetings not determined at present time.

CONTROLLER'S FORM No. 4338

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR . 1.513.267.001
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1.513.267.002
FISCAL YEAR 1961-1962 1.513.269.000

1115

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: Central Office-Administration

	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Period 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Title or Designation	Number of Employees	Rate	Amount (Dollars Only)	Actual Expenditures 1959-1960 (Dollars Only)	Budget Appropriations 1960-1961 Number of Employees	Rate	Amount (Dollars Only)	Estimated Expenditures 1960-1961 Number of Employees	Rate	Amount (Dollars Only)	Increase or Decrease	
1		0.513.267.001												MEDICAL SERVICE & CARE - IN WARD											1
2	50				15000					1331	13669	15000	267	Homemaker Service			15000				10,000				2
3													267	Home Care			1500				10,000			A	3
4	50				15000					1331	13669	15000		TOTAL			15000				20,000				4
5																									5
6		0.513.267.002												MEDICAL SERVICE & CARE-PSYCHIATRIC CARE											6
7					100000	12/9/60 JV1652			-100000				267	Psychiatric Care			15000				0			b	7
8					100000				-100000					TOTAL			15000								8
9																									9
10		0.513.267.003												MEDICAL SERVICE & CARE-OUT PATIENT											10
11	49872				10000	ORD.#568-60			20000	8517	21483	30000	267	Med. Serv. & Care			30000				30,000			C	11
12	49872				10000				20000	8517	21483	30000		TOTAL			30000				30,000				12
13																									13
14		0.513.269.000												OTHER PROFESSIONAL SERVICES											14
15	1500												269	Other Professional Services											15
16	1500													TOTAL											16
17																									17
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32																									32
33																									33
34																									34
35																									35

A. Home Care

The Home Care Service provides medical services, nursing services, occupation and physical therapy, and a routine follow-up of patients with chronic illnesses discharged to their home.

This sum is probably less than will ultimately be needed, but it is our intention to do a critical evaluation of these services for patients now hospitalized both at San Francisco General Hospital and Laguna Honda Home. The objective is to reduce the occupancy of the inpatient facilities in situations where the patient has a home to which he can go provided home care service can make this possible.

B. Deleted by Chief Administrative Officer. Transferred during 1960-61 to Community Mental Health Services Bureau.

C. 3.513.267.003 Medical Service & Care

To provide funds for payment of hospital bills to other counties for the indigent sick of the City and County of San Francisco.

$2[illegible].000

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: Central Office-Administration — Appropriation Number: 1,513,300.000 / 1,513,361,000

Actual Expenditures 1959-1960 (Last Year Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Budget Last Year (1960-1961): Number of Employees	Amount	(2) Recommended by (Other Board, Commission or Department): Number of Employees	Rate	Amount	(2) Recommended by the Mayor: Number of Employees	Rate	Amount	(3) Adopted by the Board of Supervisors: Number of Employees	Rate	Amount	Notes & Totals	
	0.523.300.000												MATERIALS & SUPPLIES																
25			70	ORD.#566-60			45	38	77	115	301	Tires & Tubes			200		150			150			150				A	
522	0.311.321.513		600	ORD.#566-60			125	295	430	725	321	Gas & Oil Lub. Sup. (P)			1,500		600			1000			800				B	
83	0.311.370.513		78						78	78	370	City Directory (P)			104		78			104			104				B	
1977			2200	ORD.#566-60			300	1364	1136	2500	371	Stationery & Office Supplies			2,400		2,100			2,400			2,400				D	
246	0.311.375.513		250					187	63	250	375	Stationery - Stores (P)			625		375			400			500				E	
2903			3198				420	1884	1784	3668		TOTAL			4727		1527			3,754			3,754					
851			928				125	482	571	1053		Less Transfer to Purchaser			1727		799			1,104			1,104					
2052			2270				345	1402	1213	2615		NET TOTAL			3000		728			2,650			2,650					
	0.523.361.000											DRUGS, CHEMICALS, GASES																
1548			1450	ORD.#568-60			1218	698	1970	2668	361	Drugs, Chemicals, Gases			2950		1500			2,000			2,000				F	
1548			1450				1218	698	1970	2668		TOTAL			2950		1500			2,000			2,000					
4451			4648				1688	2582	3794	6336		GRAND TOTAL MATERIALS & SUPPLIES			7677		3027			6,554			6,554					
851			928				125	482	571	1053		Less Transfer to Purchaser			1727		799			1,104			1,104					
3600			3720				1563	2100	3183	5283		NET TOTAL MATERIALS & SUPPLIES			5950		2230			5,450			5,450					

A. 1.513.300.000 Materials & Supplies
O.E. 301 Tubes & Tires

To provide tubes and tires for auto equipment charged to Administration Bureau. In accordance with experience plus added new Assistant Director of Institutions' vehicle requirements. $200.00

B. O.E. 321 Gas, Oil, & Lub. Sup. (P)

To provide gas, oil, and lubrication for auto equipment charged to Administration Bureau. In accordance with experience plus allowance for new Assistant Director of Institutions. $1000.00

C. City Directory Service (P)

To provide City Directory service for Central Office, Department of Public Health $ 102.00

D. O.E. 371 Stationery & Office Supplies

To provide funds for stationery and office supplies for Central Office, Department of Public Health. In accordance with experience plus additional demands of Assistant Director of Institutions. $2700.00

E. O.E. 375 Stationery - Stores (P)

To provide stationery from stores for Central Office; in accordance with experience plus needs of new Assistant Director of Institutions. $ 400.00

F. 1.513.361.000 Drugs, Chemicals & Gases

To provide funds for purchase of Nalline and other drugs for use in Nalline Clinic. Greater caseload plus state and federal participation has necessitated this appropriation be increased. $2950.00

CONTROLLER'S FORM No. 4339

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1119

Department Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division Central Office-Administration Appropriation Number 1,311,400,513 Sheet Number 7 of 8 Sheets Index Number 513

Line No.	Actual Expenditures 1958-1960 (Three Years Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual 7 mos 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	With 1960-1961 Budget Less Items 5 and 6 ( ) Omitted: Number of Employees	With 1960-1961 Budget Less Items 5 and 6 ( ) Omitted: Amount	(2) BUDGET AS Recommended by Controller: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET AS Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET AS Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line No.
1		0,311,400,513												EQUIPMENT (P)															1
2	922			2850	ORD. #5900-60			5058		7908	7908			Current & Prior Years			-2990												2
3														REPLACEMENT															3
4													412	Typewriter			325	1	325			325					A		4
5													400	Rugs (2)			1300	1	1300			1300			1,300		B		5
6														NEW															6
7													402	Desk, Executive			160	1	160			160			0		C		7
8													402	Typewriter Desk			140	1	140			140			0		D		8
9													402	Chair, Executive			60	1	60			60			0		C		9
10													402	Chair, Posture			40	1	40			40			0		D		10
11													402	File, 4 drawer, legal			100	1	100			100			100		K		11
12													412	Copy Machine			280	1	280			280			280		F		12
13													412	Stenorettes (2)			520	1	520			520			520		G		13
14	922			2850				5058		7908	7908			TOTAL			2925	75	2925			2925			2,252				14
15	922			2850				5058		7908	7908			Less to Purchaser			2925	75	2925			2925			2,252				15
16														NET TOTAL															16
17																													17
18																													18
19																													19
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Fiscal Year	O.E.	Description	1959-1960 Actual Expend.	Budget Allowance	1960-1961 Actual Expend.	Probable Expend.
1959-1960	412	Postal Meter	$ 782	$		$
	402	Cabinet with lock	90			
	484	Pupillometer	50			
1960-1961	456	Class B. Auto		2850		2850
	402	Desk Exec.		292		292
	402	Chair, Exec.		238		238
	402	Table		96		96
	402	Chair, Side		125		125
	402	Book Case		125		125
	402	Carpet		360		360
	402	Desk Typist		151		151
	402	Chair, Posture		42		42
	402	Files		188		188
	412	Typewriter		422		422
	412	Dictating Machine		307		307
	412	Copy Holder		20		20
	412	Copying Machine		312		312
	456	Class A. Auto		2080		2080
	491	Reference Books		300		300
			$ 922	$ 7908		$ 7908

Item. 1.311.400.513 Equipment

Replacement

A. O.E. 412 — Typewriter 27" carriage, Replacing Underwood #5190281, 26" purchased 1929, Inv. #50-196 $335.00; Less Trade-In value 10.00 — $325.00

This machine vitally necessary for preparation of budget personnel sheets and other large statements.

B. O.E. 406 — Rugs (2) - 19'-2½" x 19'-8" and 23'-9" x 19' — 1300.00

3 rugs to replace frayed and worn carpeting in Director's Office and Reception.

New

C. O.E. 402 — Desk, executive, for personnel assistant — 160.00

D. — Desk, typist, for new typist — 140.00

E. — Chair, executive, for personnel assistant — 60.00

F. — Chair, posture, for new typist — 40.00

K. O.E. 402 — File, 4 drawer, legal For increased current records in Director's office — 100.00

F. O.E. 412 — Thermafax Copy Machine for Central Office Bureaus use — 280.00

G. O.E. 412 — Stenorettes (2) For Administration and bureaus usage — 520.00

$2925.00

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC WELFARE — Central Office-Administration

Actual Expenditures 1959-1960	Budget Fiscal Year 1960-1961 Item No.	Budget Number of Employees	Budget Date	Budget Amount	Supplemental Appropriations Ordinance	Supplemental Appropriations Number of Employees	Supplemental Appropriations Date	Supplemental Appropriations Amount	Expenditures 1960-1961 Actual Eight Months	Expenditures 1960-1961 Estimated Last Four Months	Expenditures 1960-1961 Estimated Total Year	(1) Department Budget Estimates for Fiscal Year 1961-1962 Class Number	Class Title and Description	(1) Number of Employees	(1) Rate	(1) Amount	(2) Budget Recommended by Mayor Number of Employees	(2) Budget Recommended by Mayor Rate	(2) Budget Recommended by Mayor Amount	(3) Budget as Adopted by Board of Supervisors Number of Employees	(3) Budget as Adopted by Board of Supervisors Rate	(3) Budget as Adopted by Board of Supervisors Amount	Remarks
	0.513.302.000												FIXED CHARGES										
25371		2300							10720	14280	25000*	849	Burial Indigent Dead										A
1035		1432							-	1782	1782*	850	Dues										B
26456		24437							10720	16062	26782*		TOTAL										
	0.513.315.000		FWD	7930									OFFICER'S AND EMPLOYEE'S BOND FUND										
				35								815	Insurance										
				1000									TOTAL										
	0.513.002.000.098												PUBLIC HEALTH ASSISTANCE FUND										
			FWL	7930								000	Public Health Assistance Fund										
				7996									TOTAL										

* Supplemental Appropriation Request in Process.

A. 1,511,800,000 Fixed Charges
7.K. 849 Burial Indigent Dead

To provide funds for burial of indigent dead of City and County of San Francisco in accordance with experience. $27,000.00

B. C.H. 854 Authority: Administrative Code 16.6.10

Membership

California Hospital Assn.

San Francisco General Hospital $ 10[illegible].
Laguna Honda Home [illegible].
Hassler Health Home [illegible].
Asst. Director of Institutions [illegible].

S.F. County Medical Society

Director of Public Health 135.
Asst. Director of Public Health 15[illegible].

Amer. Hospital Association

Supt., U.F.G.H. 100.
Supt. L.H.H. 100.
Asst. Director, Institutions 100.

Association of Western Hospitals 10.

American Social Hygiene Assn. [illegible].

American Psychiatric Assn. 100.

$ 1,782.00

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH

	Actual Expenditures 1958-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Em. S.O.	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 4 Months (Dollars Only)	Probable To Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class No. or Code	Account Title or Class Allocation	Number of Em. Proposed	Rate	Amount (Dollars Only)	(2) BUDGET AS RECOMMENDED BY THE MAYOR Number of Em.	Amount	(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS Number of Em.	Rate	Amount	Line No.
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
1																							1
2	(12)		12											Permanent salaries	11			1	5				2
3	(12)		12											Total	11			1	5				3
4																							4
5																							5
6																							6
7																							7
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CONTROLLER'S FORM No. 4190

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1124

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-INTERDEPARTMENTAL — Appropriation Number: 1.513.991.000 — Sheet Number 2 of 2 Sheets — Index Number 513-991

Line Number	Actual Expenditure 1958 - 1960 (Final Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests With 1960-1961 Budget Cols. 9 and 9 (-) Decrease: Force	Amount	Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
	1	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1	Number of Employees 1959-1960	(12)			(513,991.000)									[illegible] SALARIES														
2	3		1	458	376-								P102	Registered Nurse	3	458	376-			3	458	376-	0					
3	5	Rate	5	458	376-								P102	Registered Nurse P.T.	Rate 5	458	376-			Rate 5	458	376-	1	385-				
4				Day												Day					Day								
5				13.90	18.90								P102	Registered Nurse (Emerg. Relief)		18.90	385-				18.90	469						
6	4	Day	4	20.00	30.00								P103	Special Nurse	Day 4	20.00	30.00			Day 4	20.00	30.00	Day 2	20.00				
7	(12)		12											TOTAL	12					12			3					
8																												
9																												
10																												
11																												
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BUDGET ESTIMATE INDEX NO. OPPOSITE SHEET NO. EXPLANATION SHEET 1125 [illegible]

INDEX NO. 515 - D.P.H. CENTRAL OFFICE - ADULT GUIDANCE CENTRE

COMPARATIVE SCHEDULE OF EXPENDITURES

	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	[illegible]	[illegible]
Permanent Salaries	9,260	11,522	13,030	50,131	55,339	60,121	103,487	131,611	165,452	206,424	231,811
Number of Employments	(3)	(4)	(11)	(12)	(13)	(12)	(16)	(26)	(37)	(37)	(37)
Overtime							1,159	-	-		-
Sick Leave							523	489	196	-	-
Temporary Salaries	-	4,165	-	-	-	-	4,642	1,730	1,655		
Heat, Light & Power	-	-	557	553	421	474	912	-	-		
Maintenance & Repair of Buildings	-	-	1,065	1,779	-	-	-	650	-	-	-
Use of Employees' Cars									56	669	477
Other Contractual Services	854	5,326	441	723	667	443	2,141	1,037	1,066	11,000	9[illegible]
Fuel Oil	-	432	1,240	1,316	1,475	1,24[illegible]	200	-	-	-	-
Drugs, Chemicals, Gases	76	13,374	19,303	4,097	6,194	8,131	12,206	15,135	17,892	20,033	16,68[illegible]
Hospital & Laboratory Supplies	72	431	138	222	581	391	1,063	1,374	923	955	819
Other Materials & Supplies	1,444	2,184	551	1,401	738	663	1,556	3,855	1,578	2,059	1,703
Equipment	578	4,726	-	-	81	-	1,742	1,370	4,697	316	[illegible]
Fixed Charges									35	35	35
TOTAL	12,284	42,164	66,325	60,222	[illegible]	71,664	[illegible]	156,651	193,550	[illegible]	[illegible]

CONTROLLER'S FORM No. 4350

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department Board or Commission: PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-ADULT GUIDANCE CENTER — Appropriation Number: 0.515.110 ETC — Sheet Number 1 of 4 Sheets — Index Number 515

Line No.	Actual Expenditures 1958-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Std. Ref. No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable Last 4 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 (-) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 (-) Decrease: Amount	Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
1														RECAPITULATION												
2	(37) 231811		37		261293		-37		-261293				110	Permanent Salaries				-37	-261293							
3	944				950				- 950				200	Contractual Services					- 950							
4	478				600				- 600				203	Use of Employees Cars					- 600							
5	1703				1343				- 1343				300	Materials & Supplies					- 1343							
6	16888				19000				- 19000				361	Drugs, Chemicals & Gases					- 19000							
7	819				1000				- 1000				362	Hosp. & Lab. Supplies					- 1000							
8	[illegible]				125				- 125				400	Equipment					- 125	TRANSFERRED TO						
9	15				35				- 35				600	Fixed Charges					- 35	INDEX 563						
10	(37) 253880		37		284346		-37		-284346					TOTAL				-37	-284346							
11														LESS TRANSFERS TO PURCHASER												
12	[illegible]				125				- 125					EQUIPMENT					- 125							
13	[illegible]				125				- 125					TOTAL TRANSFERS					- 125							
14	(37) 253880		37		284221		-37		-284221					NET TOTAL				-37	-284221							
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CONTROLLER'S FORM No. 4288

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: J. J. J. Price-...

Line No.	Actual Expenditures 1958-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. 54.01 — Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)
	1	2	3	4	5	6	7	8	9	10	11	12
1		0.515.110.4000				12/31/60 CH			- 650			
2	2	12.5	2	350-425	10200	12/31/60 SJV1657	-2	350-425	- 10200			
3	1	12.5.1	1	341-415	4760		-1	341-415	- 4760			
4	1	12.5.2	1	425-518	5796		-1	425-518	- 5796			
5	1	12.5.3	1	275-333	3026		-1	275-333	- 3026			
6	2	12.6	2	Rate 950-1154	13131		-2	Rate 950-1154	- 13131			
7	4	12.6.01	4	950-1154	54457		-4	950-1154	- 54457			
8	1	12.6.1	1	1047-1273	12376		-1	1047-1273	- 12376			
9	1	12.6.2	1	576-710	7760		-1	576-710	- 7760			
10	2	12.7	2	376-453	10857		-2	376-453	- 10857			
11	2	12.7.1	2	Rate 376-458	4324		Rate -2	Rate 376-458	- 4324			
12	4	12.8	4	493-592	23130		-4	493-592	- 23130			
13	2	12.8.01	2	Rate 493-599	6908		Rate -2	Rate 493-599	- 6908			
14	3	12.8.1	3	Rate 950-1154	19984		Rate -3	Rate 950-1154	- 19984			
15	1	12.8.2	1	405-493	5916		-1	405-493	- 5916			
16	1	12.8.3	1	534-710	8520		-1	534-710	- 8520			
17	1	12.8.4	1	376-458	5522		-1	376-458	- 5522			
18	3	12.8.5	3	493-599	20792		-3	493-599	- 20792			
19	1	12.8.6	1	556-676	8112		-1	556-676	- 8112			
20	1	12.8.7	1	950-1154	12427		-1	950-1154	- 12427			
21	1	12.8.8	1	Rate 544-710	3318		Rate -1	Rate 544-710	- 3318			
22	2	12.8.9	2	493-599	12507		-2	493-599	- 12507			
23	231811	(37)	37		261293		-37		-261293			
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35												

(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962

Class Number or Title	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	With (Dept. Req.) Budget — Number of Employees	With (Dept. Req.) Budget — Amount	(2) Budget as Recommended by the Mayor — Number of Employees	(2) Budget as Recommended by the Mayor — Rate	(2) Budget as Recommended by the Mayor — Amount	(3) Budget as Adopted by the Board of Supervisors — Number of Employees	(3) Budget as Adopted by the Board of Supervisors — Rate	(3) Budget as Adopted by the Board of Supervisors — Amount	Line No.
		14	15	16	17	18	19	20	21	22	23	24	
	PERMANENT SALARIES												1
401	General clerk-stenographer				--	1.00							2
451	General clerk-typist				1	4,760							3
1510	Senior clerk-typist				-1	[illegible]							4
1 04	Porter				1	[illegible]							5
1364	Recreation specialist I.T.				-2	- 11111							6
1365	Recreation specialist				[illegible]	[illegible]							7
1367	Director, adult clinics				-1	1 [illegible]							8
1369	Doctor				1	[illegible]							9
1426	Psychologist					1							10
1127	Med. Social Worker				--	[illegible]							11
1128	Psychiatric Social Worker I.T.				-1	- [illegible]							12
F 57	Psych. Soc. Serv. Worker				1	111							13
457	Psych. Soc. Serv. Worker I.T.				-1	- [illegible]							14
1364	Recreation Specialist I.T.				1	111							15
1402	Research Assistant				-1	- [illegible]							16
1426	Psychologist				-1	- [illegible]							17
F127	Registered Nurse				-1	- [illegible]							18
F 57	Psych. Soc. Serv. Worker				-1	[illegible]							19
F 58	Chief Psych. Soc. Serv. Wkr.				-1	811							20
1364	Recreation Specialist				-1	- 1 [illegible]							21
1406	Psychologist I.T.				-1	- 1010							22
F 57	Psych. Soc. Serv. Worker				-2	- 12507							23
	T O T A L				-37	-[illegible]							24

CONTROLLER'S FORM No. 8750

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1.515.200.000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1.515.203.000
FISCAL YEAR 1961-1962 1.515.300.000

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-ADULT GUIDANCE CENTER — Appropriation Number — Sheet Number 3 of 4 Sheets — Index Number 515

Line No.	Actual Expenditures 1960-1960	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No.	Amount	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Title	Number of Employees	Rate	Amount	EXPENDITURES 1960-1961 Actual First 6 Months	Probable Last 6 Months	Probable for Year	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 8 (—) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
1		1,515,000,000										CONTRACTUAL SERVICES														
2	80		80				80				201	Travel Expense-local fares					- 80									
3	0		20				- 20				218	Maint. & Repair-Office Equip.					- 20									
4	1										219	Maint. & Repair- ther Equip.					- 25									
5	1[illegible]						-				235	Subscriptions					- 225									
6	[illegible]		600				600				238	Laundry Service					- 600									
7	[illegible]		[illegible]				- [illegible]					Total					- 950									
8																										
9		1,515,203,000										USE OF EMPLOYEES CARS														
10	470		600				- 600				303	Use of Employees Cars					- 600									
11	[illegible]		600				- [illegible]					TOTAL					- 600									
12																										
13		[illegible]										MATERIALS & SUPPLIES														
14	278		268				- 268				331	Household & Institl. Supplies					- 268									
15	1[illegible]		75				75				335	Cleaning & Lav. supp.					- 75									
16	[illegible]		1000				1000				337	Stationery & Office Supp.					- 1000									
17	1[illegible]		1343	[illegible]			1343					TOTAL					- 1343									
18																										
19		1,515,361,000										DRUGS, MEDICINAL & SUNDRIES														
20	19000		19000				-19000				361	Drugs, Chemicals & Gases					-19000									
21	19000		19000	[illegible]								TOTAL					-19000									
22																										
23		1,515,362,000										HOSPITAL & LAB. SUPPLIES														
24	800		1000				- 1000				36	Hospital & Lab. supp.					- 1000									
25	800		1000	[illegible]			- 1000					TOTAL					- 1000									
26																										
27	19810		21343				21343					GRAND TOTAL MAT. & SUPPLIES					-21343									
28																										
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CONTROLLER'S FORM No. 4238

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1.515.400.000 1.515.800.000

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-ADULT GUIDANCE CENTER — 515

Key	Actual Expenditures 1958 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary and Sec. No. (Item No.)	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual For 9 Months (Dollars Only)	Probable Last 3 Months (Dollars Only)	Probable For Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Variance 1960-1961 Budget Cols. 5 and 8 (-) Decrease: Number	Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR: Number of Employees	Rate	Amount	(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS: Number of Employees	Rate	Amount	Reference Index	Key
1		D. 1.511.400.515				12/7/60								EQUIPMENT (P)													1
2	622		125			12/7/60			-125					Current Year-Prior Year				-125									2
3	622		125						-125					TOTAL				-125									3
4	622		125						-125					LESS TO PURCHASER													4
5														NET TOTAL													5
6																											6
7		D. 15.300.000				12/7/60								FIXED CHARGES													7
8	35		35			12/7/60			- 35				454	Membership Dues				- 35									8
9	35		35						- 35					TOTAL				- 35									9
10																											10
11																											11
12																											12
13																											13
14																											14
15																											1
16																											16
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BACTERIOLOGICAL LABORATORY

The Public Health Laboratory is a community resource, established at the Federal, State and Local levels to provide services covering sanitary and communicable disease controls. Under California law all Public Health Microbiological and Serological Laboratories must be licensed and all Professional personnel must be certified. Methods used must be acceptable to the California State Department of Public Health and also by the California State Department of Agriculture if milk bacteriology is done. Keeping our license depends upon the fact that personnel and methodology meet recommended standards and passing evaluation surveys conducted by the State Department of Public Health.

The extent of our services depends upon the program applied to our local needs by Ellis D. Cox, M.D., Director of Public Health and his department heads. The laboratory has no control over the number of specimens submitted for examination. Two types of services (A) Sanitary Control and (B) Communicable Disease Control were given during the past year. We performed 141,037 tests on existing programs which is an increase of 6,536 tests or 4.8% over the 134,501 tests done the preceding year. Although no new programs were undertaken, new services under existing programs were developed: such as examination for the presence of antibiotics in our milk supply as recommended by the U. S. Department of Agriculture. Also there has continued the shift in emphasis from smears to cultures and sensitivity studies on the Tuberculosis program. This has meant increased costs for the laboratory but has also resulted in more health protection of our community and lowered costs in the overall tuberculosis picture. Better safety measures to guard our personnel from the health hazards of dealing with communicable diseases should be instituted.

SANITARY CONTROL: We received 2,321 specimens from the Food and Sanitation Division, 2,738 Specimens of Water for examination and 24,620 specimens from the Dairy and Milk Inspection.

COMMUNICABLE DISEASE CONTROL: Venereal disease is still a major health problem. The rising incidence will be reflected in an increased number of specimens received in our laboratory for testing. 41,186 specimens of blood requiring 64,974 tests and 1,107 spinal fluids requiring 1,529 tests were received in the Serological Laboratory. 21,565 cultures were examined for gonorrhea. On the Tuberculosis program we received 12,100 specimens on which we did 9,599 cultures, 5,838 smears on concentrated material, 2,468 smears and 260 sensitivity studies. We also cooperate on the tuberculin testing program resulting in an overall saving for the city. 1,030 enteric specimens were received for bacteriological studies and 522 specimens were examined for intestinal parasites. We also examined 24 specimens for diphtheria, 37 slides for Vincent's Angina, and 66 brains for rabies. In addition 85 specimens were submitted for agglutination studies and 186 cases of suspected rape were received.

PERSONNEL: The staff of the laboratory has been as follows: 1 Senior Microbiologist L58 - in charge; 6 Microbiologists L-50 (two budgeted to V.D. Division); 3 Bacteriological Laboratory Assistants L52; 2 General Clerk Typists B512; 3 Porters I-20¢. Also, in the past, monies have been allowed for one or two Microbiologist Trainees (Laboratory Apprentice L50). One clerk typist B-512 spends one day a week at the Chemistry Laboratory and all of their reports and letters are processed at our office daily. Because of the heavy work load replacement should be made if one of this classification is absent through illness or on vacation.

The three Porters assigned to us are unable to handle all the wash work and cleaning. As a safety measure some provision should be made to take care of the cleaning of the laboratory and vacation relief should be provided.

EQUIPMENT: Most of the equipment of the laboratory is more than ten years old and needs replacement. Specific requests and the reasons for same are noted in the attached breakdown. Some of the requests for new equipment involve eliminating safety hazards to the personnel.

BUDGET ESTIMATE INDEX NO. 1.517 OPPOSITE SHEET NO 1 EXPLANATION SHEET 1151

MATERNAL AND CHILD HEALTH

DIVISION OF [illegible]

	7/1/59-6/30/6	7/1/60-12/31/60	1/1/61-6/30/61	7/1/61-12/31/61	7/1/62-6/30/62
COST					
Personal Services	$ 64462	$ 33703	$ 35376	$ 69079	$ 80345
Contractual Services	80	4	91	95	170
Materials and Supplies	1401	792	138	980	937
Drugs, Chemicals, and Gases	3703	2057	2143	4200	4000
Laboratory Supplies	2758	1238	1262	2500	4000
Retirement System	8550	4458	4703	9161	10699
Administration	1320	928	392	1320	1325
TOTAL	$ 82274	$ 43180	$ 44455	$ 87435	$ 101476
DISTRIBUTION					
Disease Control	$ 5404	$ 2820	$ 2916	$ 5736	$ 6931
Dairy and Milk Inspection	13274	6926	7163	14089	17076
Food and Sanitary Inspection	4990	2604	2693	5297	6401
Tuberculosis Control	34169	17829	18437	36266	43797
Venereal Disease Control	24917	13001	13446	26447	31901
TOTAL	$ 82754	$ 43180	$ 44655	$ 87435	$ 101476
Number of tests *	141937	71544	71500	143044	143000
Cost per test	$ .59	$ .60	$ .62	$ .61	$ .71

* Actual for 1959-1960; estimated for other periods.

INDEX NO. 517 D.P.H. CENTRAL OFFICE-BACTERIOLOGICAL LABORATORY

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	43,665	48,777	49,122	51,251	53,890	57,045	59,582	62,504	58,515	62,937
Number of Employments	(15)	(15)	(14)	(14)	(14)	(14)	(14)	(14)	(13)	(13)
Holidays	-	103	104	97	100	160	109	170	159	360
Temporary Salaries	-	221	175	153	1,845	1,675	2,006	1,752	1,173	1,165
Contractual Services	-	111	158	124	87	166	158	84	7	60
Drugs, Chemicals & Gases	527	475	830	1,102	816	1,265	1,681	2,651	4,082	3,703
Hospital & Laboratory Supplies	2,114	1,751	944	933	1,254	1,912	1,763	2,280	2,073	2,758
Other Materials & Supplies	1,195	1,350	1,818	1,161	1,220	1,086	1,272	709	1,436	1,401
Equipment	144	593	144	117	204	52	920	196	170	144
TOTAL	47,645	53,381	53,295	54,641	59,416	63,361	67,571	70,346	67,617	72,528

CONTROLLER'S FORM No. 4238

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1133

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE — Appropriation Number: 1,517 — Sheet Number: 1 of 5 Sheets — Index Number: 517

Line Number	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Proposed Budget with Last Year: Items (Dollars)	Amount (Dollars Only)	(2) Recommended by Commission: Number of Employees	Rate	Amount (Dollars Only)	(2) Budget as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) Budget as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
1														RECAPITULATION														1
2	(13) 62937		13		67981				-484	32828	34669	67497	110	Permanent Salaries	15		77363	2	9382	15		77101	13		74,300			2
3	360				322					178	144	322	112	Holiday Pay			360		38			360			346			3
4	1165				1260					697	563	1260	120	Temporary Salaries			4722		3462			2922			1,700			4
5	(13) 64462		13		69563				-484	33703	35376	69079		TOTAL PERSONAL SERVICES	15		82445	2	12882	15		80845	13		76,346			5
6	60				95					4	91	95	200	Contractual Services			170		75			170			115			6
7	1401				980					792	188	980	300	Materials & Supplies			1037		57			937			937			7
8	3703				4200					2057	2143	4200	361	Drugs, Chemicals, Gases			8000		3800			8000			7,500			8
9	2758				2500					1238	1262	2500	362	Hospital & Laboratory Supplies			4500		2000			4000			3,500			9
10	144				3215						3215	3215	400	Equipment			1475		-1740			1195			795			10
11	(13) 72528		13		80553				-484	37794	42275	80069		TOTAL	15		97627	2	17074	15		96347	13		87,070			11
12														LESS TRANSFER TO PURCHASER														12
13	65				70					61	9	70		Materials & Supplies			70					70			70			13
14	144				3215					-	3215	3215		Equipment			1475		-1740			1195			795			14
15	209				3285					61	3224	3285		TOTAL TRANSFERS TO PURCHASER			1545		-1740			1265			865			15
16	(13) 72319		13		77268				-484	37733	39051	76784		NET TOTAL	15		96082	2	18814	15		95082	13		86,205			16
17																												17
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CONTROLLER'S FORM No. 4190

1134

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: HEALTH, DEPT. OF PUBLIC HEALTH — Bureau or Division: CLINICAL, PSYCHOPATHOLOGICAL LAB. — Appropriation Number: 1,517,110.000 — Sheet Number: 2 of 5 Sheets — Index Number: 517

Page	Active Expenditure as of (Date)	FISCAL YEAR 1960-1961 Budgeted: Number of Employees	Rate	Amount	If Supplemental Appropriation Has Been Made: Date	Number of Employees	Rate	Amount	EXPENDITURES 1960-1961: Actual First 8 Months (Dollars Only)	Probable Last 8 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 ( ) Decrease: Number Force	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
		4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1	Number of Employees 1959-1960	0,917,110.000			12/31/60								PERSONAL SERVICES-PERMANENT SALARIES														
2	2	47	2	341-415 9960								B512	General Clerk-Typist	2	341-415 9960				2	341-415 9960	2	358-436	10,464			
3	3	49	3	275-333 11988								I204	Porter	3	275-333 11988				3	275-333 11988	3	295-358	12,888			
4				275-333								I204	Porter (NEW)	1	275-333 3378	1	3378		1	275-333 3378	0		0			
5	3	50	3	302-367 13212								L52	Bacteriological Lab. Asst.	3	302-367 13212				3	302-367 13212	3	318-385	13,860			
6	4	51	4	447-543 24494								L56	Microbiologist	4	447-543 24494		91		4	447-543 24494	4	469-570	25,716			
7				447-543								L56	Microbiologist (NEW)	1	447-543 5490	1	5490		1	447-543 5490	0		0			
8	1	51.1	1	613-745 8418								L58	Senior Microbiologist	1	613-745 8835		417		1	613-745 8835	1	644-782	9,273			
9	(13) 0,937		13	0,781									TOTAL	15		77363	2	9382	15		77363	13		72,201			
10																										
11																										
12																										
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A. ANNUAL SALARY ORDINANCE INCREMENT.

O.E. 110 Personal Services
New Position

B. 1 - I-204 Porter @ 275/333

Year	Specimens	Tests
56-57	102,011	133,239
57-58	106,940	129,302
58-59	109,280	134,501
59-60	108,445	141,037

Between 1956-57 and 1957-58 we had a decrease of 3937 in the number of tests or 2.9% of our work load. Because of this one position of Porter (I-204) was deleted from the budget. This created a hardship because our work load started to climb. 1958-59 showed an increase of 5199 tests or 4%. 1959-60 showed an increase of 6536 tests or 4.8% and from 1956-57 to 1959-60 an overall increase of 7798 or 5.8%. Because of the lack of adequate help proper standards of cleanliness in the laboratory have not been met thus creating a health hazard to the laboratory personnel. We urgently request the restoration of this position.

C. L56 Microbiologist @ 447/543

Miss Lucy E. French, Associate Microbiologist, representing W. Max Chapman, M.D., Chief Laboratory Field Services of the California State Department of Public Health made her official visit to our laboratory on July 14, 1960. I Quote from her letter of July 20, 1960 to Dr. Sox regarding this visit "Of great interest and concern to me is the very apparent need for increased laboratory personnel . . . . . .There are four laboratories in the state which report over 100,000 examinations performed in 1959. Of these San Francisco has the highest ratio of examination to personnel.

Laboratory	1959 Total Exams.	Ratio of Total Personnel to Exams.	Ratio of Professional Personnel to Exams
A	208,477	1:5,800	1: 11,400
B	185,378	1:6,300	1: 12,000
C	130,312	1:10,400	1: 21,700
S.F.	143,037	1:12,700	1:22,500

We would urge your consideration of the addition of another microbiologist to the staff. This would be definitely in the interest of maintaining high quality technical work in the laboratory."

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1136

FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-BACTERIOLOGICAL LABORATORY — Appropriation Number 1.517.120.000 — 1.517.112.000

Sheet Number 3 of 5 Sheets — Index Number 517

Pos.	Fiscal Year 1960-1961: Actual Expenditure 1960 (Dollars Only)	Budget: Salary Ord. Sec. No.	Budget: Number of Employees	Budget: Rate	Budget: Amount (Dollars Only)	Supplemental Appropriations or Modifications: Date	Supplemental Appropriations or Modifications: Number of Employees	Supplemental Appropriations or Modifications: Rate	Supplemental Appropriations or Modifications: Amount (Dollars Only)	Expenditures 1960-1961: Actual First 6 Months (Dollars Only)	Expenditures 1960-1961: Probable Last 6 Months (Dollars Only)	Expenditures 1960-1961: Probable for Year (Dollars Only)	(1) Class Number or Code	Department Budget Estimate for Fiscal Year 1961-1962: Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request: With 1960-1961 Budget Cols. 8 and 9 (—) Decrease: Force	Comparison of Request: With 1960-1961 Budget Cols. 8 and 9 (—) Decrease: Amount	Recommended by Office Board Commission or Department: Number of Employees	Recommended by Office Board Commission or Department: Rate	Recommended by Office Board Commission or Department: Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount
1		0.517.112.000												PERSONAL SERVICES - HOLIDAY PAY													
2	360			322						178	144	322	112	Holiday Pay			360		38			360			322		
3	360			322						178	144	322		TOTAL			360		38			360			322		
4																											
5		0.517.112.002												PERSONAL SERVICES - TEMPORARY SALARIES													
6	1165			1260						697	563	1260	120	Temporary Salaries			4722		3462			2922			1,700		
7	1165			1260						697	563	1260		TOTAL			4722		3462			2922			1,700		
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A. 1.517.112.000 HOLIDAY PAY

Class No.	1959-60	Budget Allowance	7/1/60 12/31/60	Estimated 7/1/60-6/30/61	Est. Reqt. 1961-1962
L56	$180	$180	$90	$180	$180
L58	142	----	71	142	180
TOTAL	$322	$180	$161	$322	$360

Saturdays and Holidays must be covered in order to take care of the necessary essential tasks because of the nature of work in a microbiological laboratory. Whether the time of one or two microbiologists must be utilized depends on the amount of work to be done which in turn is influenced by the day in the week on which the holiday falls.

B. 1.517.120.000 TEMPORARY SALARIES

Class No.	1959-60	Budget Allowance	7/1/60 12/31/60	Estimated 7/1/60-6/30/61	Est. Reqt. 1961-1962
B512					$510
L204					612
L50	$1200	$1200	$1200	$1200	3600
TOTAL	$1200	$1200	$1200	$1200	$4722

B512 Vacation relief for 2 B512 - 6 weeks x $85.00		$510.00
L204 Vacation relief - 9 weeks x $68.00		612.00
2 - L50 Laboratory Apprentices for six months each at $300 per mo.		3600.00
Total Requested		$4722.00

There is a shortage of Microbiologists (L56) which is expected to increase owing to the emphasis which is being placed on laboratory findings both in public health, hospital and private enterprise with expansion of laboratories and demand for laboratory personnel. By law, trainees must spend six months working in an approved laboratory. Trainees qualify for this internship through the Laboratory Field Services of the State Department of Public Health. By establishing two six month trainee positions we help carry our work load and provide for future recruitment.

CONFIDENTIAL S Form No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,517,200,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,517,300,000
FISCAL YEAR 1961-1962 1,517,361,000 1,517,361,000

1138

Department [illegible] Hospital [illegible] Budget Program [illegible] Appropriation Number [illegible] Sheet Number 4 of 5 Sheets Index Number 517

Line No.	Actual Expenditures Prior Year (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Number of Employees	Rate	Amount (Dollars Only)	ADJUSTMENTS APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (-) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board [illegible] Number of Employees	Rate	Amount
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1		0,517,200,000												CONTRACTUAL SERVICES													
2				10							10	10	201	Local Fares			10					10			10		
3	56												206	Travel Expense													
4				10							10	10	218	Maint. & Repair-Office Equip.			25	05				25			20		
5				75							71	71	219	Maint. & Repair-Other Equip.			75					75			25		
6	4									4		4	231	Subscriptions			10	10				10			10		
7	60			95						4	91	95		TOTAL			120	75				120			115		
8																											
9		0,517,300,000												MATERIALS & SUPPLIES													
10	72			60						47	13	60	331	Household & Instit. Supplies			67	7				67			62		
11	67			50						39	11	50	335	Cleaning & Lav. Supplies			300	250				200			200		
12	67			5						61	9	70	341	Dry Goods, Notions, Fabrics(P)			70					70			20		
13	1197			800						645	155	800	371	Stationery & Office Supplies			600	-200				600			600		
14	1401			980						792	188	980		TOTAL			1037	57				937			937		
15	65			70						61	9	70		LESS TRANSFERS TO PURCHASER			70					70			70		
16	1336			910						731	179	910		NET TOTAL			967	57				867			867		
17																											
18		0,517,361,000												DRUGS, CHEMICALS, GASES													
19	3703			4200						2057	2143	4200	361	Drugs, Chemicals, Gases			8000	3800				8000			7,500		
20	3703			4200						2057	2143	4200		TOTAL			8000	3800				8000			7,500		
21																											
22		0,517,362,000												HOSPITAL LABORATORY SUPPLIES													
23	2758			2500						1238	1262	2500	362	Hospital & Laboratory Supplies			4500	2000				4000			3,500		
24	2758			2500						1238	1262	2500		TOTAL			4500	2000				4000			3,500		
25	7860			7040						4947	3593	7040		GRAND TOTAL MATERIALS & SUPPLIES			13537	5857				12937			11,937		
26	65			70						61	9	70		Less Transfers To Purchaser			70					70			70		
27	7795			7010						4926	3584	7010		NET TOTAL MATERIALS & SUPPLIES			13467	5857				12867			11,867		

A. 1.517.200.000 Contractual Services
O.E. 218 Maint. & Repair - Office Equip.

Maintenance and repair of two typewriters for Bacteriological Laboratory. Maintenance and repair of adding machine.

Typewriters need overhauling.	$50.00
Adding machine not functioning properly.	25.00
Total Requested	$75.00

B. O.E. 235 Subscriptions

Subscriptions for Laboratory World, Public Health Reports and Miscellaneous Reprints. $10.00

C. 1.517.300.000 Materials & Supplies
O.E. 331 Household & Institl. Supplies

For household and institutional supplies for the Laboratory in accordance with experience and request for supplemental appropriation. $62.00

D. O.E. 335 Cleaning & Laboratory Supplies

This increase should be granted to maintain minimum acceptable standards necessary for microbacteriological work.

E. O.E. 371 Stationery & Office Supplies

For stationery and office supplies and printed forms for the Laboratory in accordance with experience $[illegible].00

Inventory analysis of printing supplies indicates that $600 will take care of the laboratory needs for 1961-62.

F. 1.517.361.000 Drugs, Chemicals, Gases

For drugs, chemicals and gases for Laboratory in accordance with experience. Budget allowance plus request for supplemental appropriation. $8000.00

An approximation of monies spent during the past fiscal year for drugs, chemicals and gases is as follows:

V.D. Services: -		
	Serology	$3200
Q.C.	Cultures	1200
		$4400
Comm. Diseases:-		
	T.B.	$1200
Enterics, etc.		1200
		$2400
Sanitary controls:-		
	Water	$ 200
	Food	50
	Milk	550
		$ 800

The total cost of replacing items used at old prices is $7400. Cost of such items is increasing and allowance for such should be made. Incidence of V.D. is rising which should increase our work load.

G. 1.517.362.000 Hospital & Lab. Supplies

For hospital and laboratory supplies for laboratory in accordance with experience. Budget allowance plus supplemental appropriations. Additional allowance required for replacement of Petri dish holders, pipettes and other expendable materials which are in need of replacement.

Replacement of expendable glassware was curtailed owing to necessity of purchasing chemicals and media for carrying out established programs. Our inventory of laboratory supplies is nonexistent. All equipment is in use. Petri dish holders and pans for milk work are badly [illegible] with stainless steel containers which will last [illegible] a manufacturer of laboratory glassware that the cost of all laboratory glassware [illegible] 25%. We are therefore asking for increased appropriations to bring our supplies in line with our work load.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department Board or Commission DEPARTMENT OF PUBLIC HEALTH — Bureau or Division CENTRAL OFFICE - BACTERIOLOGICAL LABORATORY — Appropriation Number 1.517.400.000 — Sheet Number 5 of 5 Sheets — Index Number 517

Line No.	Expenditures 1960-1961 Actual Last Month (Dollars Only)	Expenditures 1960-1961 Estimated Last Month (Dollars Only)	Expenditures 1960-1961 Probable for Year (Dollars Only)	Class Number or Code	Class Title or Description	(1) Departmental Budget Estimate for Fiscal Year 1961-1962 Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Col. 3 and 6 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
1					EQUIPMENT (P)														
2	144				Current & Prior Years					-3215									
3					[illegible]														
4				4R4	Balance (1)			25		25			25			25			
5				4R4	Kitchen-Aid Mixer (1)			125		125			125			125			
6					NEW														
7				4R4	Typewriter Desk (2)			280		280			0						
8				4R4	S.S. Covers 12"x14" (2)			20		20			20			20			
9				4R4	Waste Disposal Receptacles(4)			800		800			800			400			
10				4R4	S.S. Laboratory Carts (2)			200		200			200			200			
11				4R1	Books			25		25			25			25			
12					TOTAL			1475		-1740			1195			795			
13					LESS TRANSFER TO PURCHASER			1475		-1740			1195			795			
14					NET TOTAL														

FISCAL YEAR	...	DESCRIPTION	1959-1960 ACTUAL EXPENDITURES	BUDGET ALLOWANCES	1960-1961 ACTUAL EXPENDITURES	PROBABLE EXPENDITURES
1959-1960	402	Chair Posture	$ 42.	$		$
	484	Rotator	102.			
1960-1961	484	Centrifuge		1040.		1040.
	484	Heavy Duty Tubes		475.		475.
	484	Bact. Tube Cabinets		900.		900.
	484	Incubator		400.		400.
	484	Pasturizing Bath		400.		400.
			$ 144.	$ 3215.	-	$ 3215.

BUDGET ESTIMATE INDEX NO. 517 OPPOSITE SHEET NO. 5 **EXPLANATION SHEET** Page 1 of 2 1142

A. Balance and electric mixer are replacements for equipment that no longer gives satisfactory performance.

1 Balance. Harvard trip, single beam, metric similar to Aloe Scientific #7490 — Approx. 25.00

1 Kitchen-aid mixer similar to K4-B. National Equipment Company. — Approx. 125.00

B. Deleted by Chief Administrative Officer.

C. The laboratory carts are for use of contaminated material only. This is to reduce health hazards to the personnel and is in accordance with good safety measures. This also applies to the stainless steel covers for tuberculosis waste ans, and the waste disposal units.

2 Stainless steel covers for Tuberculosis waste pans 13" x 14". Cost — 10.00 each

4 Covered waste disposal receptacles — Approx. 200.00

2 Laboratory carts with stainless steel shelves similar to Aloe Scientific #51920 — Approx. 100.00 each.

D. Scientific books required for laboratory procedures and test referrals.

The following is the budget request for the fiscal year 1961 - 1962 submitted by the Chemical Laboratory, Department of Public Health.

The function of the Chemical Laboratories is to perform chemical tests and analysis for the Inspection Division of the Department of Public Health, the Police Department, the California Highway Patrol, the Emergency Hospital Service, San Francisco General Hospital, San Francisco [illegible] Department, [illegible] of Department, Society for the Prevention of Cruelty to Animals, and other departments requesting their services to maintain the health and welfare of the people of San Francisco.

In addition to providing analytical services, the Chemical Laboratory also establishes proof in obtaining the conviction of suspected violators of the Health Regulations, and aids the official law enforcement [illegible] in solving toxicological problems. A systematic check of foods, food products, milks, cereals and air is indispensable in any organization responsible for safeguarding the community's health. [illegible] the health department relies on the Chemical Laboratory to detect any infractions of the Health Code.

During the fiscal year 1959-60 the Chemical Laboratory received 7110 samples, as compared with 7184 samples last year, and 6750 the previous year, performing 21,223 tests as compared with 20,545 last year and 20,536 tests the previous year. Samples showed a decrease of 74 under last year's total but a gain of 360 over the 1957-58 total. The number of tests performed continues to increase, showing a gain of 678 over last year.

Hamburger and pork sausage samples were obtained by [illegible] inspectors from [illegible] wholesale and retail outlets in San Francisco for possible adulteration by adding preservatives, i.e., sulphites (dynamite), borates, benzoates, etc. to ground meats. Eleven were found positive with the defendants found guilty and fined.

There were 25[illegible] samples of processed meats, frankfurters, bologna, salami, liverwurst, etc. submitted for analysis. Of these 48 had over the legal limit of 3.5% dried skim milk, 7 had too much cereal (flour). 34 samples had more than the 10% added water permitted in frankfurters, bologna, etc., and 15 samples had over the legal limit of fat.

Stomach contents (gastric washings) are submitted by the emergency hospitals from cases involving poisons taken accidently or with suicidal intent. There were 9[illegible] specimens analyzed the past year. The majority of these were from children less than five years of age, and aspirin their favorite poison. A problem that becomes more [illegible] each year is the identification of the many new drugs in body fluids where there are no known tests. In many cases the chemist must work out his own methods of identification on the known drug first, providing a sample can be obtained from the druggist, then try to isolate and identify it in the gastric washing.

The number of toxicological specimens, i.e., blood, urine, spinal fluid, etc. submitted continue to increase. There were 221 samples this past year. Most of these were from patients in a coma without a history of cause. Determining whether a patient had, or had not, ingested a drug, assists the [illegible] in [illegible] and treating the patient. Contributing to the increase in the number of specimens submitted is the availability of ultra violet spectrometer, Model "UV" for the qualitive and quantitave analysis of micro quantities of drugs in blood and fluids.

The number of blood samples for the determination of alcohol in [illegible] submitted by the San Francisco Police Department and the California Highway Patrol continues to increase. This past fiscal year 803 samples were submitted as compared to 696 for the previous year. There were 30 court cases.

In regards to the Blood Alcohol tests, the District Attorney's Office has recommended that the Chemical Laboratory detail one chemist to handle all phases of the test from [illegible] obtaining the blood to appearing in court. This has become necessary because of the technical importance of the blood alcohol result in jury trials involving drunk driving. The District Attorney maintains that the chemist appearing in court as an expert witness must be able to answer that he has personally performed every part of the test. At present the Blood Alcohol test is a co-operative operation with the two chemists and Senior Chemist each performing parts of the test to expedite completion.

If the District Attorney's recommendation is effected the result will mean that the Senior Chemist would be required to devote approximately two-thirds of his total man-hours per year to this one particular [illegible]. This, of course, would necessitate the re-assigning of his previous duties, meat, milk, water, etc. analysis to another chemist. If the number of court cases continue to increase as they have of late it will take even more manpower.

There were a total of 208 miscellaneous samples submitted, including 114 food samples for microanalysis, insect, rodent infestation and other extraneous matter; 52 foods for toxic poisons, 17 food products for possible adulteration. 26 foods for complete analysis; 4 drugs for assaying and 6 samples of paint scraped from walls, windows, and furniture, for lead content, in homes where children through eating this paint developed lead poisoning.

Milk and milk products submitted for analysis numbered [illegible] samples, mostly for butter fat, solids not fat, and phosphatase tests, (to determine if milk was properly pasteurized.) Other milk products for export were completely analyzed to determine whether the product contained the quantity of each ingredient as stated on the label. The Fiske Thermistor dry scope for the determination of added water in milk was delivered to the Chemical Laboratory in June of this year, but must stand idle because of lack of manpower to operate it.

Methods have been developed which will detect one-tenth of a part per million of [illegible] in milk. This can be almost an unbelievable complex job, a simple complete analysis may involve the use of column chromatography and paper chromatography colorimetric methods, both the ultra violet and infra red spectrophotometer. DDT and other pesticides get into milk through their use around dairy farms, or on crops used for cattle feed. The tolerance for pesticides in milk is zero.

The Chemical Laboratory is capable of making these analysis for pesticides, but once again lack of additional personnel prevents it. One chemist working full time should be able to complete the analysis for pesticide in 6 samples of milk in one week.

The Chemical Laboratory continues to operate the [illegible] station, located in the laboratory, for [illegible] assist in air pollution survey, [illegible] preparation of samples and analysis of air samples from the other three stations operated by the Department of Public Health. On the smoggy day as many as [illegible] samples of air are taken and analyzed to try to peak the maximum total oxidant for that day. The Bay Area Air Pollution Control District calls the laboratory at least [illegible] while the press and radio may call hourly on a smoggy day for the latest results.

BUDGET ESTIMATE INDEX NO. 1,519 OPPOSITE SHEET NO. 1 **EXPLANATION SHEET** 1144

CLINICAL LABORATORY

DISTRIBUTION OF COSTS

	7/1/59-6/30/60	7/1/60-12/31/60	1/1/61-6/30/61	7/1/60-6/30/61	7/1/61-6/30/62
COST					
Personal Services	$ 29120	$ 14992	$ 15761	$ 30753	$ 30930
Contractual Services	158	60	180	240	300
Materials and Supplies	153	67	81	148	148
Drugs, Chemicals, and Gases	403	169	161	330	430
Laboratory Supplies	674	137	250	387	400
Retirement System	3791	2025	2129	4154	4989
Administration	313	424	405	829	904
TOTAL	$ 33519	$ 17874	$ 18967	$ 36841	$ 41101
DISTRIBUTION					
Disease Control	$ 1535	$ 719	$ 869	$ 1588	$ 2020
Dairy and Milk Inspection	5093	2719	2885	5604	6708
Food and Sanitary Inspection	13341	7113	7549	14662	17551
Public Health Nursing	4116	2195	2329	4524	5416
Emergency Hospital Service	5473	2919	3097	6015	7202
San Francisco General Hospital	3955	2109	2238	4347	5204
TOTAL	$ 13511	$ 17274	$ 18967	$ 36841	$ 44101
Number of tests *	1121	11000	11500	22500	24000
Cost per test	$ 1.00	$ 1.63	$ 1.65	$ 1.64	$ 1.70

* Actual for 1959-1960; estimated for other periods.

519
INDEX NO. 50/12 - D.P.H. CENTRAL OFFICE - CLINICAL LABORATORY

COMPARATIVE STATEMENT OF EXPENDITURE

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	9,854	11,613	12,181	13,431	14,700	16,783	18,059	19,432	18,791	18,940	20,239	21,917	[illegible]	24,289	24,181	26,459	28,120
Number of Employments	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)	(a)
Contractual Services	17	34	20	17	26	20	3	66	47	71	77	57	63	106	103	224	158
Hospital & Laboratory Supplies	733	47	241	313	160	375	906	306	229	139	153	103	55	380	194	213	274
Other Materials & Supplies	170	356	189	96	299	74	124	114	[illegible]	148	316	[illegible]	[illegible]	361	696	116	356
Equipment	111	360	651	-	302	-	2,478	-		-	52	[illegible]	0	2,673	-	252	1,743
Buildings, Structures & Improvements	-	-	-	-	450	-	17,763		-		-	-			-		-
TOTAL	10,365	12,408	13,282	13,887	15,917	17,252	39,373	20,078	19,096	19,304	20,835	[illegible]	[illegible]	28,809	25,173	27,734	30,651

CONTRIBUTIONS & Printed No. 4180

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1146

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH — Bureau or Division CENTRAL OFFICE - CHEMICAL LABORATORY — Appropriation Number 1.519 — Sheet Number 1 of 4 Sheets — Index Number 519

Line No.	Actual Expenditures 1960 1961 (Dollars Only)	FISCAL YEAR 1960 1961 BUDGET: Class No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960 1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols. 5 and 6 (—) Decrease: Number	Amount	(2) Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
	1	3	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1														RECAPITULATION														
2	(4) 20120		4		31040				-287	14992	15761	30753	110	Permanent Salaries	6		39027	2	7987	5		16930	4		32,604			
3	158				240					60	180	240	200	Contractual Services			300		60			300			240			
4	153				140					67	81	148	300	Materials & Supplies			148					148			148			
5	203				330					109	161	330	361	Drugs, Chemicals, Gases			430		100			430			330			
6	274				387					137	450	387	362	Hospital & Lab Supplies			437		50			400			400			
7	1741 (4)				(68)					104	445	609	400	Equipment			2651		2042			2256			2,156			
8	10051 (4)		4		12756				-287	15587	16878	32467		Total	6		42993	2	10239	5		40464	4		35,878			
9														LESS TRANSFER TO PURCHASE														
10	1741 (4)				609					104	445	609		Equipment			2651		2042			2256			2,156			
11	20748		4		12165				-287	15483	16433	31858		Net Total	6		40342	2	8197	5		38208	4		33,722			
12																												
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CONTROLLER'S FORM No. 4230

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1147

DEPARTMENT OF PUBLIC HEALTH

Index Number 514

Line No.	Actual Expenditures FY'60 1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount	EXPENDITURES 1960-1961 Actual 8 Months	Probable Last 4 Months	Probable For Year	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Symbol	Class Title and Description	Number of Employees	Rate	Amount	Vacancies as of Payroll With Which 1961-62 Budget is to be Compared: Number of Employees	Amount	(2) Budget as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) Budget as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Note and Index	Line No.
1	Number of Employees .5 -1.60				0,512,110,000	12/31/60			-.047																	1
2																										2
3	1	64	1	+15¢ 505	5938																					3
4	2	65	2	530+ 44	15439																					4
5				676+																						5
6	1	66	1	221	13																					6
7	2H120 (4)		4		31 40				-.047					Total												7
8																										8
9																										9
10																										10
11																										11
12																										12
13																										13
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34																										34
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A. Deleted by Chief Administrative Officer.

B. Annual salary ordinance increment.

C. REQUEST FOR INCREASE IN PERSONNEL - (1 Food Chemist L104).

The permanent staff of the Chemical Laboratory consists of:

1 - Senior Food Chemist
2 - Food Chemists
1 - Assistant Food Chemist

The most recent permanent addition to the staff of the Chemical Laboratory was in 1937. Since then the number and variety of samples and the complexity of analysis has greatly increased.

The "Requested Food Chemist L104," should be proficient in the use of the Spectrophotometer Model "DU" and in the knowledge of chromatography. He would assist in routine work and take over the duties of the chemist re-assigned per the recommendation of the District Attorney's office. He would be expected to assume the following duties in addition to the above.

Utilize the Fiske Cryoscope for thorough check of all milk shipped into San Francisco for the possible adding of water (1 hour or more per day).

Determine pesticides in milk and other products. (3 or more hours per day)

Increase the scope of toxicological examination to better assist the doctors at San Francisco General Hospital in their diagnosis of emergency comatose patients. (1 hour or more per day)

Develop methods for the positive identification and quantitative determination of new drugs found in toxicological specimens utilizing the ultra-violet Spectrophotometer, column and paper chromatography, and crystallography. (1 hour or more per day)

CONTROLLER'S FORM No. 4260

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1149
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,519,200,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,519,300,000
FISCAL YEAR 1961-1962 1,519,361,000
1,519,361,000

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division CENTRAL OFFICE-CHEMICAL LABORATORY Appropriation Number Sheet Number 3 of 4 Sheets Index Number 519

	FISCAL YEAR 1960-1961																											
	Actual Expenditures (Col. 1 thru 3)	BUDGET Class No.	BUDGET Number of Employees	BUDGET Rate	BUDGET Amount	SUPPLEMENTAL APPROPRIATIONS Class	SUPPLEMENTAL APPROPRIATIONS Number of Employees	SUPPLEMENTAL APPROPRIATIONS Rate	SUPPLEMENTAL APPROPRIATIONS Amount	(EXPENDITURES 1960-1961) Actual Expenditures (Col. 1 thru 3)	(EXPENDITURES 1960-1961) Estimated Expenditures	(EXPENDITURES 1960-1961) Estimated Expenditures	(I) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number	(I) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Title	(I) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Number of Employees	(I) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Rate	(I) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Amount	(2) BUDGET as Recommended by Mayor	(2) BUDGET as Recommended by Mayor	(2) BUDGET as Recommended by Mayor	(3) BUDGET as Adopted by Board of Supervisors	(3) BUDGET as Adopted by Board of Supervisors	(3) BUDGET as Adopted by Board of Supervisors	Increase or Decrease	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
1		0.51.0.000																										1
2	11			15							1			1	Travel Expense - Local Fares			40		5			15					2
3	7			45							2			210	Maint. & Repair-Office Equip.			30		5			20			B		3
4	76			4											Maint. & Repair-Other Equip.			150		20			100			C		4
5	49			17							3				Prescriptions			100					100					5
6	152			240											Total			300		30			240					6
7																												7
8		0.51.3.00.00													Materials & Supplies													8
9	13			27							11			321	Household & Institl. Supplies			90		25			90					9
10	76			50							3				Stationery & Office Supplies			50		15			50					10
11	103			144							14				Total			140		40			140					11
12																												12
13		0.51.3.01.00																										13
14	143			330							22			430	Drugs, Chemicals, Gases			430		110			330			D		14
15	3			33							2			430	Total			430		110			330					15
16																												16
17		0.51.3.2.00													HOSPITAL & LABORATORY SUPPLIES													17
18	174			397							2			437	Hospital & Laboratory Supplies			400		8			400			E		18
19	174			397							27			437	Total			400		8			400					19
20	330			880							3			1015	Grand Total Materials & Supplies			1070		198			870					20
21																												21
22																												22
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A. 1.519.200.000 - CONTRACTUAL SERVICES
O.E. 201 - TRAVEL EXPENSE - LOCAL FARES

For travel expense for laboratory employees for court testimony, attending authorized meetings, visiting other laboratories for information, etc. $20

B. O.E. 218 - Maint. & Repair - Office Equipment

For maintenance and repair of office equipment including Friden Calculating Machine and Typewriter. $30

C. O.E. 219 - Maint. & Repair - Other Equipment

For maintenance and repair of electronic equipment, analytical balances microscopes and general equipment. $100

Additional amount requested for maintenance of the Beckman's Model "DU" and Model "B" Spectrophotometers. Both are expensive, delicate electronic instruments requiring an expert to repair. The Model "DU" is almost 7 years old and the Model "B" is over 12 years old. $50

TOTAL requested $150

D. 1.519.361.000 - DRUGS, CHEMICALS & GASES

Drugs, chemicals and gases for laboratory based on prior years experience. $330

Additional amount requested for chemicals needed to determine pesticides in milk products providing additional personnel is granted the laboratory. $100

TOTAL $430

E. 1.519.362.000 - HOSPITAL & LABORATORY SUPPLIES

Hospital and laboratory supplies for laboratory based on prior years experience. $387

Special supplies needed in the determination of pesticides in milk products providing additional personnel is granted the laboratory. $ 13

TOTAL $400

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1151

FISCAL YEAR 1961-1962

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH — Bureau or Division CENTRAL OFFICE-CLINICAL LABORATORY — Appropriation Number 1.510.400.000 — Sheets 4 — Index Number 519

	Actual Expenditures 1959-1960	FISCAL YEAR 1960-1961 BUDGET				SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS				EXPENDITURES 1960-1961				(1) DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962													
		Item No.	Number of Employees	Rate	Amount	Date	Number of Employees	Rate	Amount	Actual for 8 Months	Estimate Last 8 Months	Estimate for Year	Class Number or Code	Class Title or Description	Number of Employees	Rate	Amount											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27
1		0311 and 0514												Permanent (1)														1
2	1743				607					1.0	0.5	0.7		Current & Prior Years													A	2
3														Additions:														3
4													0311	Junior Laboratory Technician			770										B	4
5													0.1.	Centrifuge, International			77										C	5
6													4.11.	Head, International 2/30			92										C	6
7													0.1.	Lamp, International (1)			150										C	7
8													0.1.	Head, International 2/30			70										C	8
9													0.1.	Shields, International (12)			28										C	9
10													0.1.	Reunion Rings (12)			11										C	10
11													0.1.	Adapters, International (12)			6										C	11
12														Add:														12
13													0.1.	Typist Desk			115										D	13
14													0.1.	Posture Chair			75										D	14
15													0.1.	Typewriter			60										D	15
16													0.1.	Rinsing Tanks (2)			0										E	16
17													0.1.	Photomicrography Camera (1)			0										F	17
18													0.1.	Instrument Racks			30										G	18
19	1743				607					1.0	0.5	0.7		Total			2,136											19
20	1743				607					1.0	0.5	0.7		Less to Purchaser			2,136											20
21														NET TOTAL														21
22																												22
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FISCAL [illegible]	[illegible]	DESCRIPTION	1959-1960 ACTUAL EXPENDITURE	BUDGET ALLOWANCE	1960-1961 ACTUAL EXPENDITURE	PROBABLE EXPENDITURE
1959-1960	[illegible]	Water Bath	$ 172.	$	$	$
	[illegible]	Cryoscope	1571.			
1960-1961	[illegible]	Bradford Unit		99.	97.	
	[illegible]	Magnetic Stirrer Hot Plate		66.	67.	
	[illegible]	Polarizing Microscope		444.		445.
			$ 1743..	$ 609.	$ 164.	$ 445.

B. 1.311.400.519 - EQUIPMENT

REPLACEMENT

O.E. 484 - Mettler Balance - Type H-15, Catalog No. 114-47 app. price $770.00

The Mettler Balance, if approved, would replace one (1) Christian Becker Chainomatic Balance, Inventory Identification No. 50-5045, 36 years old and one (1) Christian Becker Balance, Inventory Identification No. 50-5052, that is over 40 years old.

The Mettler Balance is a new but proven concept in analytical balances. It is more accurate and yet much faster in making a weighing more rugged and distinguished by their simplicity which results in light weight, compact units. Accuracy guaranteed for life.

C. The following items of replacement of old equipment are requested for the determination of pesticides in milk products providing additional personnel is granted to the Chemical Laboratory.

O.E. 484 - 1 - Centrifuge, International Model CSD. (Explosion proof) B.K.H.#20447 $975.00
1 - Head, International #976. B.K.H.#20563
4 - Cups, Aluminum alloy, International #353A. B.K.H.#20564 Unit cost $34
1 - Head, International #279. B.K.H. #20483
12 - Shields, International #320. B.K.H. #20743 Unit cost $2.40
12 - Trunnion Rings, International #325. B.K.H. #20768 Unit cost $1.75
12 - Adapters, International #312. B.K.H. #20762 Unit cost $.50

TOTAL $ 1336.00

The above centrifuge will replace International Centrifuge, Size 1, Type 3B No. B4708, Inventory No. 50-5035, purchased over 15 years ago. This machine is [illegible] as is needed in the determination of pesticides in milk products where ether must be used to extract insecticide from fat. It is also too small to take a 500 ml. bottle.

There is a turn-in value on this centrifuge.

D. Deleted by Chief Administrative Officer.

NEW EQUIPMENT

The following items of new equipment are requested for the determination of pesticides in milk products providing additional personnel is granted the Chemical Laboratory.

E. O.E. 484 - Two (2) Dipping tanks, 8" x 8" with stand, for dipping chromatographic paper. Catalog No. 3680-D Arthur H. Thomas Co., Vine Street at 3rd, Philadelphia, 5, Pa.
App. Unit Cost $18.00 - with sales tax $36.00

F. O.E. 484 - Two (2) Chromatography tanks, Mitchell type complete with hangers, troughs and covers. (9" height x 9" wide x 3½" deep) Catalog No. 3677-B Arthur H. Thomas Co., Vine Street at 3rd, Philadelphia, 5, Pa.
App. Unit Cost $32.00 - with sales tax $64.00

TOTAL with sales tax [illegible]

G. O.E. 491 - Professional (Chemical, Drugs, etc.) books. [illegible]

The program responsibility of the Bureau of Maternal and Child Health include, maternal and infant health supervision, child health conferences, school health for all public and parochial schools, dental health, Crippled Children Services Program, and Diagnostic Centers for eye, ear and cardiac case finding. In addition to direct program responsibility, all of the physicians in the Bureau of Maternal and Child Health spend approximately half time as administrators of the district health centers and this health center operation is also under the Director of the Bureau of Maternal and Child Health.

The chief budgetary needs of the Bureau relate to personnel and time-saving equipment. Most of the increases in personnel are requested, not because of program increase or change, but because of marked increase in childhood population in San Francisco, both preschool and school-age, during the last 10 to 15 years, plus an increase in the percentage of socially dependent population who require and utilize public health services. During the 10 year period from 1950 to 1960 the total school population increased 30 percent without any increase in physicians, audiometrists, or other Maternal and Child Health personnel serving the schools. Examples of the change in the social characteristics of the residents in San Francisco are the following:

Almost 6 percent of births in San Francisco occurred out of wedlock, and almost 50 percent of these deliveries occurred at San Francisco General Hospital. The estimated average family income in San Francisco in 1958 was $6,700.00, yet [illegible] 20,000 children under the age of 18 lived in families with incomes under $250.00 a month. [illegible] under the age of 18 are in families receiving Aid to Needy Children grants, with an average size of less than [illegible] persons per family. Aside from the census which demonstrate completely the increase in non-white population in San Francisco, but the change in the racial percentage of births over the last 10 years given some indication of this. In 1958, of the approximate 15,000 resident births in San Francisco, 73 percent were white and 27 percent were non-white. In comparison with the approximate 17,000 resident births in 1948, 85 percent were white and 15 percent were non-white. Aside from these two factors, increase in childhood population, and increase in the number of children in low income socially deprived families, require that the Health Department provide a comprehensive well-balanced Maternal and Child Health program.

Without increases in personnel it is impossible to carry on the same degree of program activities with an ever increasing population to serve. Therefore while personnel needs can be more adequately met it will be necessary to carefully place priorities on programs and limit certain aspects which are important but cannot be continued without additional personnel.

The [illegible] need [illegible] trends the [illegible] which affect efficiency in operation. With limited personnel it is extremely important that each person be able to perform as much work as possible. Without dictating [illegible], efficient filing [illegible], dependable needles, etc., a great deal of clerical and professional time is wasted in doing necessary work.

The [illegible] increase in program which should be effected even with existing personnel, is the fourth polio injection. The United States Public Health Service, Academy of Pediatrics, and State Department of Public Health all recommend a fourth injection to be given one year after the third in order to insure more lasting immunity. [illegible] Health Department is the only department, as far as we know, in Northern California which does not offer a fourth injection, or booster. In order to do this it will be necessary to request increase in materials and supplies for needles, syringes, printed forms (at the present time under Health Centers, Public Health Nursing), and an increase for biologics under the budget of the Bureau of Maternal and Child Health.

BUDGET ESTIMATE INDEX NO. 1.521 OPPOSITE SHEET NO. 1 EXPLANATION SHEET 1155

BUREAU OF MATERNAL AND CHILD HEALTH

	7/1/59 - 6/30/60			7/1/60 - 12/31/60			1/1/61 - 6/30/61			7/1/60 - 6/30/60			7/1/61 - 6/30/62		
	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit
Diagnosis															
Eye	$ 7343	3222	$2.28	$ 3977	1632	$2.44	$ 4218	1500	$2.81	$ 8195	3112	$2.62	$ 9781	3000	$3.26
Ear	31504	1640	19.99	16177	A 455	35.44	17883	800	22.35	34010	1255	27.10	42097	1600	26.31
Cardiac	8555	625	13.69	4351	321	13.71	5160	430	12.00	9520	521	18.20	11376	800	14.29
Crippled Children Services (annual n [illegible] caseload)	270022	776	348.23	98810			101161			64644	746	86.51	69854	770	90.46
Immunizations and Tests (including [illegible] vaccine)	52132	7741	B .70	28643	24682	1.16	6224	4000	1.19	64418	42000	1.53	11566	6000	1.94
Staff Meetings	9830			5401			4278			14231			16111	8000	1.51
Talks and Community Services	2626	4224	.62	1439	1360	1.06	1487	1450	1.03	2926	2810	1.04	3211	3000	1.07
Tuberculin Testing	7331	41418	.18	1965	20000	.10	4317	20000	.21	8185	40150	.20	9224	50000	.18
Child Health Conferences (units in total attendance	62383	41556	1.50	16433	9139	1.71	17961	8500	1.75	34394	20139	1.70	43059	20000	2.10
School Examinations	51888	23644	2.12	20844	8747	2.37	22251	11000	2.46	43095	19747	2.18	47139	24000	1.89
Total	$765074			$ 340218			$ 374			$ 781			$ 1		

CRIPPLED CHILDREN SERVICES REVENUE

	From - Crippled Children Parents	State of California	Total
7/1/59 - 6/30/60	$19522	$340093	$359615
7/1/60 - 12/31/60	8552	13367	
1/1/61 - 6/30/61	11448	326633	
7/1/60 - 6/30/61	20000	340000	360000
7/1/61 - 6/30/62	20000	350000	370000

A - Lack of qualified otologist in the Ear Center for two months.

B - Mass immunization program.

BUDGET ESTIMATE INDEX NO. OPPOSITE SHEET NO. EXPLANATION SHEET 1156

INDEX NO. 521 - D.P.H. CENTRAL OFFICE-BUREAU OF CHILD HYGIENE

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	143,450	150,745	157,524	176,617	190,037	199,406	218,012	234,728	241,496	266,648
Number of Employments	(38)	(37)	(37)	(36)	(37)	(38)	(38)	(40)	(40)	(39)
Temporary Salaries	-	256	1,637	248	271	713	4,002	448	-	-
Crippled Children Program	159,753	241,533	320,689	545,035	473,256	443,614	462,566	389,639	411,264	473,851
Rheumatic Fever Program	93,543	131,293	110,486	-	-	-	-	-	-	-
Other Contractual Services	115	104	216	144	593	572	620	673	841	1,074
Drugs, Chemicals, Gases	2,050	480	1,240	1,244	1,756	1,029	1,335	2,008	10,297	18,024
Hospital & Laboratory Supplies	418	465	511	209	58	515	113	52	142	221
Stationery & Office Supplies	776	1,453	1,382	1,585	1,975	1,939	2,175	899	2,310	1,998
Photographic Supplies - X-Ray Film	745	733	776	665	594	1,141	548	1,094	1,181	1,636
Other Materials & Supplies	154	52	82	126	90	520	987	129	89	77
Equipment	274	686	704	724	572	743	1,210	1,231	983	1,928
TOTAL	401,278	527,800	595,247	726,677	669,202	650,192	691,569	630,901	668,603	765,457

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1152

DB ARCHIVE F 11 off

	Actual Expenditures 1960 (Dollars Only)	Budget Item No.	Budget Number of Employees	Budget Rate	Budget Amount (Dollars Only)	Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 6 Months (Dollars Only)	Expenditures 6 Months (Dollars Only)	Expenditures Year (Dollars Only)	Code No.	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962	Number of Employees	Rate	Amount (Dollars Only)	(1) Budget as Recommended by Chief of Department of Department		(2) Budget as Recommended by the Mayor			(3) Budget as Adopted by the Board of Supervisors			
																		Number of Employees	Amount	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount (Dollars Only)	
1																										1
2	(39) 22548		39		292340																					2
3	231				232																					3
4	293				350					176	174	350	203	Use of Employees' Cars			2240		1090			2240			1,500	4
5	473451				44 434				72440	193095	321183	514878	207	Medical Service & Care			450698		8260			450698			490,698	5
6	2075				20					748	1342	2090	300	Materials & Supplies			2080		590			2400			2,290	6
7	18024				21040					6563	14477	21040	301	Drugs, Chemicals, Gases			25000		3960			24000			29,000	7
8	221				142					3	139	142	362	Hospital & Lab. Supplies			250		101			200			150	8
9	1036				1233																					9
10	1928 (39)				-					-	-	-	400	Equipment			6534		6534			4986			5,120	10
11	765457		40		765457									TOTAL												11
12														LESS TRANSFER TO PURCHASER												12
13	1928 (39)																6534		6534			4986			5,120	13
14	763549		39		758057																					14
15																										15
16																										16
17																										17
18																										18
19																										19
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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1158

DEPARTMENT OF PUBLIC HEALTH — Bureau, Institution or Division: Central Office Bureau of Maternal and Child Hygiene — Appropriation Number 1.521.110.000 — Sheet Number 2 of 5 Sheets — Index Number 521

Line	Actual Expenditures 1960-1961 (Dollars Only)	Budget 1961-1962 Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	Supplemental Appropriations or Modifications Date	Number of Employees	Rate	Amount	Expenditures 1960-1961 Actual First 6 Months	Probable Last 6 Months	Probable for Year	Class Number or Code	Departmental Budget Estimate for Fiscal Year 1961-1962 Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests With 1960-1961 Budget Cols. 5 and 8 (-) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	A
1	Number of Employees 1960-1961	0.21.110.00				12/31/60 CR			-2024					PER DIEM SERVICE-PERMANENT SALARIES														
2	1	52	1	341	3630								B221	Clerk I	1	341	3645		15	1	341	3645	1	358	3,825			
3	1		1	370	3810								B407	Stenographer I	1	370	4012		202	1	370	4012	1	395	4,211			
4	3	53.1	2	425	10200								B408	General Clerk Stenographer	2	425	10200			2	425	10200	2	442	9,876			
5	5	53.1.1	5	415	23201								B512	General Clerk Typist	5	415	22739		-542	5	415	22739	5	436	24,034			
6													B512	General Clerk Typist (NEW)	2	415	8388	2	8388	1	415	4194	0		0			
7	8	53	8	1154	10033								L304	Physician Specialist	8	1154	108582		202	8	1154	108582	8	1212	114,008			
8	14	56	14	1154	80847								L364	Physician Specialist (P.T.)	14	1154	82349		1502	14	1154	82349	14	1212	88,346			
9													L304	Physician Specialist (NEW)	2	1154	23304	2	23304	2	1154	2330[illegible]	0		0			
10	1	56.1	1	1337	10044								L308	Director, Bureau of Maternal and Child Health	1	1337	10044			1	1337	10044	1	1404	10,548			
11													L	Assistant Director, MCH (NEW)	1	1200	12570	1	12570	1	1200	12570	1	1362	14,570			
12	2	57	2	556	11344								L602	Audiometrist	2	556	13344			2	556	13344	2	570	13,680			
13													L602	Audiometrist (NEW)	1	556	5634	1	5634	1	556	5634	0		0			
14													L	Nutritionist (NEW)	1	693	7014	1	7014	0								
15	1	53.11	1	644	7728								T154	Administrative Assistant Crippled Children's Program	1	644	7728			1	644	7728	1	676	8,112			
16	2	53.1	2	584	12924								T155	Medical Social Worker	2	584	14016		1092	2	584	14016	2	613	14,712			
17													T155	Medical Social Worker (NEW)	1	584	5916	1	5916	1	584	5916	0		0			
18	1	53.1	1	1154	6232								L364	Physician Specialist P.T.	1	1154	6232			1	1154	6232	1	1212	6,545			
19	1	53.1	1	556	6308								L	Audiometrist	1	556	6308		326	1	556	6308	1	583	6,234			
20	(47) 46.1		39		292680				-2024	142572	147484	290056		TOTAL	47		358345	8	65665	45		347137	46		361,513			

A. Annual salary increments.

B. Deleted by Chief Administrative Officer.

C. B512 General Clerk Typist @ 341/415 (1).

The Bureau of Maternal and Child Health has budgeted only one General Clerk Stenographer for administrative purposes. One clerk is loaned from the Bureau of Public Health Nursing to assist in the heavy administrative load of the Bureau. Since the Bureau of Maternal and Child Health is responsible for all program activities concerned with expectant mothers and children from birth through school age, the clerical work connected with the program is extremely heavy. Program developments, as well as the work of the writing and distributing procedure manuals, evaluation programs, reports, answering correspondence, are all delayed because of lack of clerical help. In addition, there is no clerical relief available when one clerk is on vacation, sick, etc. and this means that the Director of the Bureau is without any clerical help during these periods. When this occurs the work gets so far behind that it takes months before it can be caught up. In addition, extra responsibility, such as administration of the health centers, has been placed on the Director of Maternal and Child Health with no additional clerical help given [illegible] budget, answer correspondence, etc.

D. L364 Physician Specialist @ 950/1154 (2).

These Physician-Specialists are necessary in order to provide the needed service [illegible] increased number of public and parochial school children. The total [illegible] increased about one-third since the last increase in the number of physician hour[illegible] estimated that this population will continue to increase at approximately five percent per year for the next few years.

E. & F. No change.

J. T155 Medical Social Worker @ 481/584 (1).

Crippled Children Services at the present time has two social worker[illegible] for a case load which averages about 3,000 active cases. Each of these 3,000 cases must have a renewal of financial eligibility, each year. [illegible] eligibility takes a great deal of the time of these workers leaving only a very small amount of time for case work. It is estimated that in such a setting, the maximum case load for intensive case work should not exceed 50 cases per worker. Not all of the cases under the Crippled Children [illegible] Program require this kind of intensive case work, but certainly [illegible] cases such as, cerebral palsy, rheumatoid arthritis, multiple congenital [illegible], paralysed adolescents, all require case work which we are unable to adequately provide. The inability to provide these services is detrimental to the family and the child and is also very costly to the community as a whole. Often the family's lack of adjustment to a severely handicapped child results in rejection and the family placing the child in homes or making the child overly dependent and unable to adjust when he becomes an adolescent or adult. In San Francisco there are 430 cerebral palsied children under the age of 21, most of whom should have much more case work services than we are able to provide. Confirmation of our lack in this field can be obtained from the United Cerebral Palsy Association, the Health Council of the United Community Fund, the State Vocational Rehabilitation Services, or any other agency also working in this field.

H. L___ Assistant Director, Bureau of Maternal and Child Health @ 1080/1200.

It is not possible for one administrator to effectively administer the variety of programs which are conducted in the Bureau of Maternal and Child Health and also maintain the necessary community contacts, represent the Department on inter-agencies committees, plan research activities, develop new programs, etc. This Department maintains a more varied Maternal and Child Health program than any other Department in the State of California, yet is the only Health Department of comparable size in which the Maternal and Child Health Director has no administrative help. An Assistant Maternal and Child Health Director is essential if we are to continue the present programs in an effective manner.

In support of the budget request for an Assistant Director of the Bureau of Maternal and Child Health, the following information concerning administrative personnel employed in counties is presented.

Since many health departments do not assume responsibility for school programs, we have indicated below whether the administrative person is employed by the health department or the school department in the individual county. We have also indicated the degree of responsibility for [illegible] which the individual health department assumes when this is known. Sources of information are, the Division of Local Health Services and the Bureau of Maternal and Child Health of the California State Health Department.

Alameda County Population: 899,200

Director of Child and Adult Health who is a full time administrative physician with Public Health training. Under her are four full time physicians in administrative capacities as follows: Maternal and Neonatal Health, full time; Infant and Preschool Health, full time; School Health, full time; Crippled Children Services Program, full time.

Berkeley City Health Department employs a full time Maternal and Child Health Director whose responsibilities include School Health for Berkeley City Schools.

Oakland City Schools employs a full time physician in an administrative capacity for Oakland City Schools.

H. (Continued)

Total number of administrative personnel in Maternal and Child Health programs in Alameda County are 6 full time plus part time [illegible] the Director of Child and Adult Health.

[illegible] Population [illegible],

In the Health Department they have one Maternal and Child Health Director who is responsible for Maternal, Infant and Preschool Health, plus Crippled Children Services, full time; and one Director of School Health and Communicable Disease, approximately half time in schools. This physician serves only as a Consultant and Communicable Disease Control Officer to the schools. They do not provide school health services.

Employed in the school districts of Contra Costa County on an administrative basis in addition are

Mt. Diablo School District - One-half time physician to administer School Health Program.

Total Administrative personnel in Maternal and Child Health and School Health in Contra Costa County are two full time and two half time physicians.

Richmond School District - One half time physician to administer School Health Program.

Fresno County Population: 354,500

Health Department employs one Maternal and Child Health Director, full time, and one [illegible] Administrator, full time. The Health Department does [illegible] ville [illegible] health services [illegible] to [illegible] the [illegible] growth [illegible] City [illegible] to [illegible] set up.

Total physician [illegible] in Maternal and Child Health, Fresno County, is three full time people.

[illegible] County Population: 480,700

The Health Department employs a Maternal and Child Health Director full time. This does not include School Health for the County. Sacramento City School Department employs a full time Physician Administrator for School Health Services.

Total Maternal and Child Health Administrators, Sacramento County = 2.

[illegible] Population: 430,400

The Health Department employs a Maternal and Child Health Director and a Physician Administrator of Crippled Children Services Program. A total of 2 Maternal and Child Health Administrators.

San Diego County Population: 1,000,000

Health Department employs one Maternal and Child Health Director, full time. San Diego City Schools employs one Physician Administrator full time. Welfare Department employs one Physician Administrator for the Crippled Children Services Program, full time.

Total San Diego County = 3 full time Physician Administrators of Maternal and Child Health.

San Joaquin County Population: 243,000

The Health Department employs one Maternal and Child Health Director and one Director of School Health Services, or a total of two Physician Administrators in Maternal and Child Health.

[illegible] Mateo County Population: 627,700

Health Department employs two full time Physicians to administer Maternal and Child Health Programs including Crippled Children Services Program. The County Health Department does not provide any School Health Services in the County.

In the rest of the County one half time Physician is responsible for School Health in San Jose City, and a half-time physician administers the School Health Program in Palo Alto City Schools.

Total full time Physician Administrators in Santa Clara County = 3. (This does not provide School Health Services for most of the County.)

At the present time the Director of the Bureau of Maternal and Child Health has direct administrative responsibility over the following wide range of program activities:

1. Child Health Conferences - 35 different conferences per week are conducted in 18 different locations throughout the City.

2. Classes for Expectant Parents which are conducted in 4 different health centers.

3. Supervision and follow-up through the health centers of prenatal patients registered in the clinic or delivered at San Francisco General Hospital - approximately 2,[illegible] births per year.

4. Immunization Center Programs - Immunization Centers are conducted in 17 different locations. In 1955, 112,175 immunizations were given by the Maternal and Child Health physicians, compared with 47,437 in 1954; or 51,458 given in 1950, which is the last year any increase in physician time was allowed to the Bureau.

5. The School Health Program and health services for all public and parochial schools including City College. In 1955 this included 402 schools with a total of 124,[illegible] school children compared with 72,279 children in 1950. In 1955 the Maternal and Child Health physician examined 35,217 school children compared with 18,000 in 1954, and 20,[illegible] in 1950.

H. (Continued)

6. Dental Health Program including dental education and treatment.

7. Diagnostic and follow-up centers for suspected eye, ear, cardiac and chest diseases which are located at 101 Grove Street and serve both preschool and school age children.

8. Crippled Children Services Program. From 1954 to 1959 the total cost of operating the Crippled Children Services Program was decreased by over $110,000 in spite of increasing medical fees and hospital costs. This was done by closing cases which were not receiving active treatment and concentrating administrative attention on the close follow-up of all active cases. An example of great savings is the decrease from 15 to 11 days for the average length of hospitalization for each child who required hospitalization. At an average per diem hospital rate of about $40.00 per day, this amounts to $160.00 less for each child hospitalized.

9. Administration of nine District Health Centers.

10. Other programs such as childhood accident prevention program and activities directed toward prevention of prematurity and perinatal mortality.

County	Population as of April 1, 1960
Alameda	905,670
Contra Costa	409,030
Fresno	365,945
Sacramento	502,778
San Bernardino	503,591
San Diego	1,033,011
San Joaquin	249,989
Santa Clara	642,315

I. 1602 Audiometrist (458/556

This is necessary because of the continuing increase in school population. No new audiometrists have been added to the budget since 1948 and the school population has increased over 30,000 students since that time.

CONTROLLER'S FORM No. 4188

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1161
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,521,200,000

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division Central Office Bureau of Maternal and Child Hygiene Appropriation Number 1,521,203,000 Sheet Number 3 of 5 Sheets Page No. 141

	Actual Expenditures 1959-1960 (Cal. & Co. Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Em. Days/Mos	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Period 9 Months (Dollars Only)	Probable Last 3 Months (Dollars Only)	Probable Total 12 Months (Dollars Only)	DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962 Item Number or Code	Class Title or Item of Expense	Number of Em. Days/Mos	Rate	Amount (Dollars Only)	(1) Work Load or Budget Level Estimate Prepared by Department Physical	(1) Work Load or Budget Level Estimate Prepared by Department Dollars	(2) Budget as Recommended by the Mayor Number of Em. Days/Mos	(2) Budget as Recommended by the Mayor Rate	(2) Budget as Recommended by the Mayor Amount	(3) Budget as Adopted by Board of Supervisors Number of Em. Days/Mos	(3) Budget as Adopted by Board of Supervisors Rate	(3) Budget as Adopted by Board of Supervisors Amount	Reference Index	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
1																										1
2		0,521,200,000												PERSONAL SERVICES												2
3	13				12					4	4	8	001	Travel Expense-Local Fares			12				12					3
4	49												002	Travel Expense-Non-Local												4
5	56				54					26	26	52	017	Maint. & Repair-Office Equip.			100				100				A	5
6	80				50								027	Maint. & Repair-Other Equip.			50				50			150	B	6
7	157				156					82	74	156	030	Subscriptions			150				150			150		7
8	781				272					90	182	272		TOTAL			312				312					8
9																										9
10		0,521,203,000												ALLOCATION OF EMPLOYEE CARE												10
11	293				350					176	174	350	003	Use of Employees' Cars			3,360				3,360			3,360	C	11
12	293				350					176	174	350		TOTAL			3,360				3,360			3,360		12
13																										13
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34																										34
35																										35

A. 1.521.200.000 Contractual Services
O.E. 218 Maint. & Repair-Office Equip.

Repairs to typewriters in accordance with experience. Amount Requested $100.00

B. O.E. 219 Maint. & Repair-Other Equip.

Repairs to equipment. $250.00

Additional $200 is necessary for contract to service audiometers.

C. 1.521.203.000 Use of Employees' Cars $2240.00

At the present time none of the full-time Medical Officers in the Bureau of Maternal and Child Health are allowed mileage for driving their cars. On the job they are required to report to the health center morning and evening and during the day go to schools throughout the City and to other health centers for meetings, child health conferences, etc. City cars are not available to them in the health centers and they must drive their own cars without reimbursement. The administrative Assistant in the Crippled Children Services Program should also be allowed mileage when it is necessary for her to attend meetings in various parts of the City.

CONTROLLER'S FORM No. 4290

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1961
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,521,267,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,521,300,000
FISCAL YEAR 1961-1962 1,521,301,000
1,521,362,000

DEPARTMENT OF PUBLIC HEALTH — Central Office Bureau of Maternal and Child Hygiene — 121

Line	Actual Expenditures 1958-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Prior 6 Months (Dollars Only)	Estimated Last 6 Months (Dollars Only)	Estimated for Year (Dollars Only)	Code Number or Title	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962	Number of Employees	Rate	Amount	Line
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
1		9,521,267,000																
		0,521,267,000																
2	473851			442438	FWD				72440	193695	321143	514838	307	Medical Service and Care				1
3	473851			442438					72440	193695	321143	514838		TOTAL				2
4																		3
5		0,521,300,000												MATERIALS & SUPPLIES				4
6	77			90					30	60	90		331	Household & Institl. Supplies				5
7	1998			2000					714	1288	2002		371	Stationery & Office Supplies				6
8	2075			2090					744	1462	2206			TOTAL				7
9																		8
10		0,521,301,000												[illegible]				9
11	18024			21040					6563	14477	21040		401	[illegible]				10
12	18024			21040					6563	14477	21040			TOTAL				11
13																		12
14		0,521,362,000												TOTAL MATERIALS & SUPPLIES				13
15	221			142					3	139	142		462	Hospital & Lab. Supplies				14
16	221			142					3	139	142			TOTAL				15
17	20320			23272					7314	15958	23272			GRAND TOTAL MATERIALS & SUPPLIES				16
18																		17
19		0,521,372,000												[illegible]				18
20	1636			1938					679	1259	1938		572	X-ray [illegible]				19
21	1636			1938					679	1259	1938			TOTAL				20
22																		21
23																		22
24																		23
25																		24
26																		25
27																		26
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29																		28
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31																		30
32																		31
33																		32
34																		33
35																		34
																		35

Crippled Children's Services

8.521.267.000	Expenditures 7/1/59	226,738.65
	Expenditures 6/30/60	307,585.24
	Expenditures 1959-1960	166,446.59
9.521.267.000	Expenditures 6/30/60	313,004.56
	Expenditures 1959-1960	313,004.56
	Total Expenditures 1959-60	473,851.15
9.521.267.000	Expenditures 7/1/60	313,004.56
	Expenditures 12/31/60	372,582.23
	Expenditures 7/1-12/31/60	59,577.67
0.521.267.000	Expenditures 12/31/60	114,114.76
	Expenditures 7/1-12/31/60	114,114.76

A. Budget Request.

Mandatory appropriation	143,566.10
State Matching funds	287,132.20
Parents Reimbursement	20,000.00
Total Appropriation	450,698.30

B. 1.521.300.000 Materials & Supplies
O.E. 371 Stationery & Office Supplies

Printed forms and stationery in accordance with experience. These are forms required by State of California for subvention programs. $2500.

C. 1.521.361.000 Materials & Supplies
O.E. 361 Drugs, Chemicals & Gases

Drugs based on experience plus increase in program for polio vaccination and other immunization drugs. $24000.

The number of immunizations given through the child health conferences and immunization centers has steadily increased over the last five years. See Statistics.

In San Francisco our program for polio immunization does not meet the standards recommended by the State Department of Public Health or the Academy of Pediatrics. Both organizations feel that adequate immunization against polio is not obtained unless a booster, or 4th shot, is given one year after the series is completed. At the present time we offer only the initial series and do not give 4th shots in our child health conferences or immunization centers. In order to do this, money for drugs must be increased as well as the money for needles and syringes allotted in the Nursing Bureau (Health Centers) Budget.

D. 1.521.100.000 Materials & Supplies
O.E. 363 Hospital & Lab. Supplies

Hospital and laboratory supplies in accordance with experience. $200.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1164
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division Central Office Bureau of Maternal and Child Hygiene Appropriation Number 1,521,400.000

	Actual Expenditures 1960-1961	Budget 1960-1961			Supplemental Appropriations 1960-1961				Expenditures 1960-1961				Departmental Budget Estimate for Fiscal Year 1961-1962				Comparison of Proposed Budget with Budget for 1960-1961		Actual Expenditures 1959-1960		Actual Expenditures 1958-1959		Actual Expenditures 1957-1958		Note	
		Item No.	Number of Employees	Rate	Amount	Date	Number of Employees	Rate	Amount																		
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19							
1		0.311.400.521																								
2	1928													Current & Prior Years												
3														REPLACEMENT												
4													412	Typewriters (5)			1950									A
5																										B
6																										C
7																										D
8														NEW												
9																										E
10																										F
11																										
12													402	Table			40									
13																										
14													406	Drapes (3)			200									J
15																										I
16													406	Visible Index File			500									J
17													406	Alphabetic Guides (2)			31									K
18																										L
19													406	Files (4)			60									M
20													412	Typewriter			220									N
21													412	Dictaphones (2) Addressograph with Heater			460									O
22																										I
23	1961													TOTAL			6534		6534		4980		5,179			
24	1961													Less to Purchaser			6534		6534		4980		5,179			
25																										
26																										
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34																										
35																										

Index for	...	...	1959-1960 Actual Expenditures	Budget Allowance	1960-1961 Actual Expenditures	Probable Expenditures
1959-1960	4.02	Chair, Posture	$ 153			
	4.02	Audiometer (2)	1310			
	[illegible]	Sterilizer	84			
	[illegible]	Desks	110			
	[illegible]	Cushion	14			
	[illegible]	Ear Speculums	[illegible]			
	[illegible]	[illegible]	174			
	[illegible]	[illegible]	[illegible]			
			$1[illegible]			

[illegible]

5 - TYPEWRITERS

5 - Typewriters Approx. Cost $[illegible].00

14" Carriage, Elite Type. [illegible] Typewriters

[illegible] Date Purchased - 1[illegible]
Royal #KMH 14 3841965 Date Purchased - 1949
Royal #KMH 14 3841618 Date Purchased - 1949

[illegible] in Crippled Children Services office is very heavy. The typewriters [illegible] to be [illegible] equipment [illegible].

Approx. [illegible] $105.00 each (Manual typewriters)
Approx. Turn-in Value = $10.00 each

1 - Typewriter (Priority #1) Approx. Cost $185.00

14" Carriage, Elite Type. To replace the Royal Typewriter #KMH 3953426 which was purchased in 1949 and is used in the School Diagnostic Center. Turn-in value = Approx. $10.00.

1 - Typewriter (Electric) Approx. Cost $410.00

14" carriage, Elite Type, Electric. To replace worn out [illegible] [illegible] Turn-in value = Approx. [illegible].

Total Cost (Approx.) $1150.00
Less trade-in [illegible]
Budget Request [illegible]

1 - [illegible] Approx. Cost $20.00

A gooseneck Floor Lamp is needed by the doctors in the Eye and Ear Center in order to have adequate light to examine the children. This is to replace the present lamp which is unuseable and beyond repair.

[illegible] Approx. Cost $[illegible].00

1 - Audiometer Approx. Cost $700.00

For [illegible] [illegible] [illegible] electric [illegible] [illegible] [illegible]

CITY PHYSICIAN

SAN FRANCISCO GENERAL HOSPITAL

	Cost	Total Visits	Cost Per Visit	Cost	Visits	Cost Per Visit	Cost	Other Visits	Cost Per Visit
7/1/59 - 6/30/60	$56749	6936	$ 8.18	$7865	3432	$ 3.29	$48884	3504	$13.95
7/1/60 - 12/31/60 •	$24187	1370	$17.65	$2613	372	$ 7.02	$21574	998	$21.62
1/1/61 - 6/30/61	$26853	1570	$17.10	$4016	570	$ 7.05	$22837	1000	$22.84
Total 7/1/60 - 6/30/61	$51040	2940	$17.36	$6629	942	$ 7.04	$44411	1998	$22.23
7/1/61 - 6/30/62	$51796	3540	$14.63	$9311	1300	$ 7.16	$42485	2240	$18.97

• CITY PHYSICIAN SERVICES - Revised Program (as of September 1, 1960) 1/1/61 - 6/10/62 estimated.

The following program for the San Francisco City Physicians has been formulated after careful study of existing services available, an evaluation of community needs and a systematic analysis of the problems of administering optimal medical care to those income groups qualified to receive such care within the framework of the budgetary allotment and personnal designated for this purpose:

1. The City Physicians Service is to function primarily as a medical treatment service rather than as a screening service. Inherent in this concept is the principle that non-hospitalizable patients with definite diagnosis be given indicated medications and complete directions for the managment of the illness at home.

2. With the emphasis on treatment, follow-up calls are to be made at such intervals as deemed necessary and until the patient is sufficiently recovered to be discharged from medical care.

3. In cases of illness of a more chronic nature where the problems are of long term convalescence or of maintenance therapy, the services of the Visiting Nurse Association and other home care programs may be enlisted whenever possible.

4. To assure better coordination of professional services with the administrative and social agencies involved in this program it is imperative that complete written reports of all home calls made be submitted daily at a central collection point. The forms presently in use can be continued but more complete data is requested under "Disposition" which should include routes and dosage of drugs administered and plans, if any, for follow-up care. Also, the age of the patient should be inserted adjacent to the name, and any particularly slight or [illegible] symptoms should be noted under "Diagnosis". It should be duly noted when a patient is discharged from follow-up care.

5. Referrals to Social Service for admission either to San Francisco General Hospital or to Laguna Honda Home must include pertinent medical information (such as diagnosis and what medications were already given in the home, etc.), and enough data on the home conditions of the patient to provide Social Service and the receiving physicians with an adequate understanding of the reason for the referral.

6. Tracing causes of defection among beneficiaries of other social agencies and screening individuals for eligibility to receive Public Welfare or other organizational assistance are not to be construed as functions of the City Physicians Service.

7. Night, holiday and week-end coverage by City Physicians is to be discontinued. Emergency calls at such hours are to be screened by Admission Emergency Hospital and ambulance pick-up will be authorized as deemed necessary.

8. Professional personnel will consist of a minimum of six City Physicians, each serving 21½ hours per week, and a Supervisor of City Physicians Service serving a minimum of 30 hours or more bringing the total salaried time to the presently alloted hours, a week.

9. It is the duty of each City Physician to be available for medical coverage of one of the six geographical areas of San Francisco for 4 hours a day on all ordinary working week days, Monday through Friday. The additional 1½ hours per week have been added to account for time spent on follow-up visits. Availability is interpreted to mean that the physician can be easily reached by telephone. Actually, it is not expected that the average daily time spent on home medical calls will consume the full [illegible] hours per week allotted, [illegible] follow-up visits; but it must be clearly understood that the success of the entire program depends upon each individual physician's availability for the full measure of his contracted time commitment.

10. The Supervisor of City Physicians is responsible for coordinating the various phases of the program into a unified purposeful operation. This will involve active assistance to Social Service in screening incoming calls in an effort to minimize the number of unnecessary home visits. His professional judgment will be called upon in cases in which the decision for or against hospitalization is equivocal. If hospitalization or Emergency Hospital treatment appears indicated, a home visit is clearly unnecessary and ambulance [illegible] will be authorized. At hours to be determined, he will be available for consultation with [illegible] emergency calls which [illegible] by Social Service, and at his discretion he may treat on an [illegible] basis or admit to San Francisco General Hospital. [illegible] addition, he will review the daily reports of the City Physicians and make such suggestions as he may see fit to improve the efficiency of the service and to expedite its operation.

The foregoing plan is submitted in the hope that it may serve as a basic outline and starting point in the development of a more dynamic and efficient outpatient service whose function will be to fulfill the medical needs of a particular segment of the community which has no other recourse for such care.

EXPLANATION SHEET

523

INDEX NO. 99/16 - D.P.H. CENTRAL OFFICE - CITY PHYSICIANS

COMPARATIVE SCHEDULE OF EXPENDITURES

	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	[illegible]	[illegible]	47,869	47,344	50,368	56,666	63,748	67,654	70,579	58,294	58,381	57,302	53,744
Number of Employments	(13)	(13)	(11)	(11)	(11)	(11)	(11)	(11)	(11)	(11)	(11)	(11)	(11)	(10)
Sick Leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Temporary Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Allowance for the Use of Employees' Cars	1,527	1,833	1,438	2,398	2,767	2,182	2,398	2,226	2,542	2,000	1,000	-	-	-
Other Contractual Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	[illegible]	[illegible]	49,307	50,267	53,135	58,848	66,146	69,880	73,121	60,294	59,381	57,302	53,744

CONTROLLER'S FORM No. 4238

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1169
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division CENTRAL OFFICE - CITY PHYSICIANS Appropriation Number 1,523. 1 2 523

Line No.	Actual Expenditures 1958 1960 (Dollars Only)	BUDGET Class Object Sub No.	Item No.	Number of Employees 1960	Rate	Amount Dollars Only	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount Dollars Only	EXPENDITURES 1960-1961 Budget Appropriations & Allotments	Estimated Costs for Year	Estimated Deficiency for Year	Line No.	DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962 Class Number	Classifications or Code Description	Number of Employees	Rate	Amount	Budget Appropriations & Allotments Number of Employees	Rate	Amount	Recommended Number of Employees	Rate	Amount	Adopted Number of Employees	Rate	Amount	Increase or Decrease Over Budget Appropriations & Allotments Number of Employees	Rate	Amount	Reference Pages	Line No.
		1	2	3	4	5	6	7	8	9	10	11	12		13	14	15	16	17	18	19	20	21	22	23	24	25	26	27		
1																RECAPITULATION														1
2	(1n) 53744 (1r)		9	50329		-1902					22920	25507	48427			Permanent Salaries	7													2
3	53744 (1n) (1r)		9	50329		-1902					22920	25507	48427			TOTAL PERSONAL SERVICES	7													3
4	53744		9	50329		-1902					22920	25507	48427			TOTAL	7													4
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CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1170

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE - CITY PHYSICIANS — Appropriation Number: 1.523.110.000 — Sheet Number 2 of 2 Sheets — Index Number 523

Line No.	Active Regular Force 1960-1961 (Unclassified)	FISCAL YEAR 1960-1961 Budget: Salary Ord. Sec. No. 999 Class No. / No. of Employees / Rate / Amount (Dollars Only)	FISCAL YEAR 1960-1961 SUPPLEMENTAL APPROPRIATIONS OR ADJUSTMENTS: Date / Number of Employees / Rate / Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only) / Probable Last 6 Months (Dollars Only) / Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code / CLASS TITLE OR DESCRIPTION / Number of Employees / Rate / Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (+) Increase (-) Decrease: Force / Amount	Recommended by Office, Board Commission or Department: Number of Employees / Rate / Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees / Rate / Amount	(3) BUDGET as Adopted by Board of S...: Number of Employees / Rate / ...
	1	2 3 4 5	6 7 8 9	10 11 12	13 14 15 16 17	18 19	20 21 22	23 24 25	26 27 ...
1	Number of Employees	0,523,110,000	6/30/60 CR -1902		Personal Services-Permanent Salaries				
2	1960-1960 9	71 A Rate 862 1047 44297			Physician P.T. Rate 862-1047	-2 -2348	Rate 862-1047 6 39949	905-1099 6 41,930	
3	1	72 1 Rate 950 1154 9812			(P.T.) Supervisor of City Physicians Rate 950-1154 1 9311	1279	Rate 950-1154 1 9311	887-1212 1 9,774	
4	(10) 53744	9 50329	-1902	22920 25507 48427	TOTAL 7 49260	-2 -1069	7 49260	7 51,704	
5									
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BUDGET ESTIMATE INDEX NO. 523 OPPOSITE SHEET NO. 2

EXPLANATION SHEET Page 2 of 2 1121

A. Reorganization of City Physicians for better coverage and more efficient service.

B. New supervisor has been installed with increased time of 2½ hours for more adequate supervision. First phase of this reorganization was accomplished latter half of 1960.

BUREAU DISEASE CONTROL

For the first time in the history of the Health Department there is no longer a Bureau of Communicable Diseases. Conforming to the trend in health departments throughout the Nation, the name has been changed to the Bureau of Disease Control.

As the name implies, the function of the new Bureau will encompass a much larger sphere of activity than in the past. There will be a Division of Acute Communicable Diseases, Division of Venereal Disease Control and a Division of Tuberculosis Control. In addition, new programs will be developed in the fields of Rehabilitation, Occupational and Industrial Medicine, and Chronic Diseases. A Rehabilitation Program has been started in the Division of Tuberculosis Control, but will have to be expanded to involve all types of chronic illness. San Francisco is behind other large metropolitan areas in the field of Occupational and Industrial Medicine. Expansion within the field of Chronic Diseases is almost limitless; this will take a large amount of research and careful planning before programs are undertaken. However, with the increasing aged population and with the increase in chronic diseases both in the aged and younger citizens, adequate programs must be developed. The Federal Government, recognizing this trend, will pass legislation, in the very near future, to subsidize these programs.

The fiscal year of 1961-1962 will be one of research, survey and planning; therefore, it will be necessary to have increased personnel and funds to make a proper evaluation of the situation in San Francisco.

BUDGET ESTIMATE INDEX NO. 1.525 OPPOSITE SHEET NO. 3 EXPLANATION SHEET

1175

PROGRAM OF HEALTH - CONT'D

Description	7/1/59-6/30/60 Cost	Unit	Cost Per Unit	7/1/60-12/31/60 Cost	Unit	Cost Per Unit	1/1/61-6/30/61 * Cost	Unit	Cost Per Unit	7/1/60-6/30/61 * Cost	Unit	Cost Per Unit	7/1/61-6/30/62 * Cost	Unit	Cost Per Unit
Acute Communicable Disease	$56636	2023	$28.00	$27982	750	$37.31	$46610	975	$45.50	$62592	1725	$ [illegible]	$67645	2000	$33.82
Communicable Disease Control	13166	440	29.92	6841	144	33.62	7008	225	31.15	11849	369	[illegible] .11	13043	450	28.98
Suspected Food Poisoning	3598	183	19.66	1823	100	18.23	2616	90	22.40	3439	190	20.21	4452	150	29.68
Rabies Control	3863	1804	2.14	1912	751	2.55	2149	900	2.65	4101	1651	2.61	4680	1800	2.60
Traveler's Certificates	156	9979	.02	80	4301	.02	100	5000	.02	180	9301	.02	195	10000	.02
Massage Parlors	1824	144	12.67	807	65	13.80	1125	60		2022	125	16.18	2145	140	15.39
Plague Control	44650	9845	4.54	24364	4500	5.41	31307		4.64	55611	1000		60757	10500	5.79
Influenza Vaccine Injections	6406	4726	1.16	-	-	-									
Rehabilitation Occupational Health, and Chronic Disease Program	-	-	-	-									11148	-	-
City Prison-General Medical Treatment	-	-	-	1107	-	-	1407			2514			6924	-	-
TOTAL	$130299	29144	$ 4.47	$63306	10611	$ 6.15	$81702		$ 6.41	$145008	23921	$ [illegible]	$172929	25040	$ 6.91

* Units are estimated.

Fees Collected

	7/1/59-6/30/60	7/1/60-12/31/60	1/1/61-6/30/61	7/1/60-6/30/61	7/1/61-6/30/62
Traveler's Certificates	$9981	$4300	$4300	$8600	$8600
Massage Parlors	180	102	202	304	352
	$10161	$4402	$4502	$8904	$8952

BUDGET ESTIMATE INDEX NO. OPPOSITE SHEET NO. EXPLANATION SHEET

INDEX NO. 525 D.P.H. CENTRAL OFFICE - COMMUNICABLE DISEASE

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	75,572	85,550	81,936	88,993	94,192	82,554	86,312	91,169	86,967	87,660
Number of Employments	(23)	(23)	(20)	(19)	(19)	(17)	(17)	(17)	(16)	(16)
Overtime	-	-	-	-	-	-	522	769	-	-
Temporary Salaries	-	-	-	-	-	275	0,335	2,982	-	-
Local Fares	403	732	670	1,094	1,197	1,157	1,274	990	1,198	1,060
Allowance for Use of Employees' Cars	1,[illegible]76	1,705	1,650	1,686	2,000	1,981	1,764	472	374	228
Maintenance & Repair of Auto. Equipment	221	105	25	41	91	134	177	213	51	232
Other Contractual Services	94	115	47	39	63	69	75	970	73	54
Gasoline & Oil	147	132	120	134	163	151	130	144	151	126
Hospital & Laboratory Supplies	639	640	1,198	997	1,239	1,152	2,256	803	946	1,140
Stationery & Office Supplies	425	732	403	474	553	813	2,120	1,595	-	-
Other Materials & Supplies	611	207	169	165	268	650	332	13,528	3,304	4,411
Equipment	-	1,345	39	15	1,029	315	741	143	132	-
T.H.A.	80,412	91,263	86,257	93,638	100,795	89,251	104,038	113,798	93,196	94,911

CONTROLLER'S FORM No. 4200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1175
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division CENTRAL OFFICE DISEASE CONTROL — Appropriation Number 1,525 — Sheet Number 1 of 4 Sheets

	Actual Expenditures Last Fiscal Year (Dollars Only)	Budget Appropriations This Fiscal Year: Number of Employees	Rate	Amount (Dollars Only)	Salaries and Wages Estimated Requirements: Date	Number of Employees	Rate	Amount (Dollars Only)	Actual Past 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	1960-1961 Budget Appropriations: Number	Amount	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Amount (Dollars Only)
1																							
2	17, 2744	16	11,652.8																				
3	1346		1340						407	933	1340	200	Contractual Services			2197		857			2097		1,460
4	0		250						68	177	250												
5	1.04		1.03						01	1	1.01		Materials and Supplies			11					17		1,92
6	1111						-3																500
7	1146		800				80		408	412	820	302	Hospital & Lab. Supplies			1940		1120			1940		1,200
8												400	Equipment			4300		4300			4265		1,950
9	94553	16	11,652.8																				11,650
10													NEW THAN PERS TO FUNCTION										
11	42		175							175	175		Contractual Services			377		292			377		175
12	176		144						68	76	144		Material and Supplies			332		188			332		188
13													Equipment			4300		4300			4265		1,950
14	358		320						68	71	139												
15	94553	16	12,382				-635		45699	52839	103528		NET TOTAL	17		133969	2	21397	18		135703	16	117,687
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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1176

Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau: CENTRAL OFFICE - DISEASE CONTROL — Appropriation Number: 1,525,110,000 — Sheet Number 2 of 4 Sheets — Index Number 525

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 54A Plant No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Rate	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months	Probable for Year
	1	8	9	4	5	6	7	8	9	10	11	12
1	Number of Employees 1959-1960	0,54:,11e,bJJ				12/31/60 C.U.			-6856			
2	2	24	2	425	10200							
3												
4	6	26	6	[illegible]	31768							
5	1	26.1	1	518	6216							
6	5	27	5	1154	34620							
7												
8	1	28	1	[illegible]	10044							
9	1	29	1	693	8316							
10	(16) 11,000		16		110,348				6856	[illegible]	[illegible]	[illegible]
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Line No.	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Increase (+) or Decrease (-) Number of Employees	Amount	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount
		(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962				1960-1961 Force and Salaries Increase or Decrease		(2) Recommended by Office, Board, Commission or Department			(3) BUDGET as Recommended by the Mayor			(3) BUDGET as Adopted by Board of Supervisors		
	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1		GENERAL ADMINISTRATIVE SERVICES																
2	D408	General Clerk--Stenographer	2	350-425	10200			2	350-425	10200	2	367-447	10,728			
3	D512	General Clerk-Typist (New)	1	341-415	4194	1	4194	1	341-415	4194	0		0			
4	J74	Rodent Controlman	6	385-469	32880		-888	6	385-469	32880	6	395-481	33,720			
5	J76	Senior Rodent Controlman	1	425-518	6216			1	425-518	6216	1	436-530	6,360			
6	L364	Physician Specialist I.T.	5	950-1154	34620		110	5	950-1154	34620	5	997-1212	36,360			
7	L364	Physician Specialist (New)	2	950-1154	11684	2	11684	1	950-1154	5841	0		0			
8	L371	Director, Bureau of Disease Control	1	1099-1337	10044		2526	1	1099-1337	10044	1	1212-1474	17,688			
9	L54	Supervisor, Public Health Nursing	1	570-693	8316			1	570-693	8316	1	570-693	8,316			
10		TOTAL	19		114152		17624	18		118311	16		113,172			
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1. B-512 - GENERAL CLERK TYPIST - 1 ($341 - $415)

The development of new programs in Rehabilitation, occupational health, and chronic diseases in the newly formed and expanded Bureau of Disease Control will require the survey on basic, the first year of at least one full time General Clerk Typist. It would be impossible to develop new programs without additional general clerk typist help.

3. Annual Salary Increment.

L-364 - PHYSICIAN SPECIALIST, FULL TIME - 1 ($950 - $1154)

The development of new programs in Rehabilitation, occupational health, and chronic diseases in the newly formed and expanded Bureau of Disease Control will require the services listed, the first year of at least one full time physician specialist. It would be impossible to develop new programs without additional physician specialist help.

CONTROLLER'S FORM No. 4180

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1,525,200,000 1178
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,525,300,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,525,361,000
FISCAL YEAR 1961-1962 1,525,362,000

Department Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division CENTRAL OFFICE - DISEASE CONTROL Appropriation Number Sheet Number 3 of 4 Sheets Index Number 525

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Ord. and Res. Number			Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget as a Result of (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Amount Increase
1		0.525.100.000												CONTRACTUAL SERVICES													
2	1060				1100					379	721	1100	201	Travel Expense-Local Fares			1198		98			1198			1,198			A
3	232	0.312.216.525			175						175	175	216	Maint & Repair-Auto Equip (P)			275		100			275			175			B
4	38				40					18	22	40	218	Maint & Repair-Office Equip			200		160			100			40			C
5	8				25					10	15	25	219	Maint & Repair-Other Equip.			400		375			400			25			D
6	8												235	Subscriptions			22		22			22			22			E
7													240	Telephone Directory Service (P)			102		102			102			0			F
8	1346				1340					407	933	1340		TOTAL			2197		857			2097			1,460			
9	218				175						175	175		Less Transfer to Purchaser			377		202			377			175			
10	1114				1165					407	758	1165		NET TOTAL			1820		655			1720			1,285			
11																												
12		0.525.201.000												USE OF EMPLOYEES' CARS													
13	228				250					65	185	250	201	Use of Employees' Cars			797		547			797			250			G
14	228				250					65	185	250		TOTAL			797		547			797			250			
15																												
16		0.525.300.000												MATERIALS & SUPPLIES													
17	23				25						25	25	301	Tires and Tubes			25					25			25			
18	37				25					13	12	25	317	Electrical Supplies			75		50			50			30			H
19	126	0.321.321.525			144					68	76	144	321	Fuels and Lubricants (P)			332		188			332			144			I
20	157				150					63	87	150	331	Household & Institt. Supplies			450		300			350			150			J
21	27				15					6	9	15	355	Packing House Products			110		95			110			75			K
22	76				75					51	24	75	359	Other Foodstuffs			120		45			120			100			L
23	756				849					181	668	849	371	Stationery & Office Supplies			2888		1151			1800			900			M
24	1204				1283					382	901	1283		TOTAL			3112		1829			2787			1,424			
25	126				144					68	76	144		Less Transfers to Purchaser			332		188			332			144			
26	1078				1139					314	825	1139		NET TOTAL			2780		1641			2455			1,280			
27		0.525.301.000												Drugs Chemicals & Gases													
28	1333				500	11/14/60 TR 691			-80	282	138	420	301	Drugs, Chemicals, & Gases			500					500			500			
29	1333				500				-80	282	138	420		TOTAL			500					500			500			
30		0.525.302.000												Hospital & Lab Supplies													
31	1140				800	11/14/60 TR 691			-80	466	414	880	302	Hosp and Lab Supplies			1920		1120			1920			1,200			J
32	1140				800				-80	466	414	880		TOTAL			1920		1120			1920			1,200			
33	5677				2583					1132	1451	2583		GRAND TOTAL MATERIALS AND SUPPLIES			5532		2949			5207			3,124			
34	126				144					68	76	144		Less to Purchaser			332		188			332			144			
35	5551				2439					1064	1375	2439		NET TOTAL MATERIALS AND SUPPLIES			5200		2761			4875			2,980			

BUDGET ESTIMATE INDEX NO. 525 OPPOSITE SHEET NO. 3

EXPLANATION SHEET

Travel expense for Rodent Controlmen in accordance with experience. $1,196.

O.E. 216 Amount Requested

Maint. & Repair - Auto Equip. (P)

The amount requested in higher than in previous years, but it is felt justifiable due to the increased cost of labor and parts.

Allowance has also been made for maintenance of the requested new car for the Chief, Bureau of Disease Control.

O.E. 218

Maintenance and repair of office equipment $ 200

Older equipment - more need of repair - higher costs.

O.E. 219

Maintenance and repair of other equipment in accordance with experience plus rehabilitation of desks and chairs. $ 400

This budget item was determined by an estimate given by the Department of Public Works.

O.E. 235 Yearly Subscriptions :

New England Journal of Medicine

General Practice Monthly Magazine

Miscellaneous Publications (yearly revisions)

Immunization Booklets 2.

Health Officers Directory 2.50

Telephone Directory Service ($6.50 per month) $102.

For the most efficient operation of several Bureaus of the Health Department, this type telephone directory service is most essential. With this directory considerable time and effort can be saved. Clients may be reached and residence verified with very little information being given on the original report.

[illegible] 203

[illegible] Employees' Cars. For Rodent Controlman and new Occupational Diseases program. $747.00

[illegible] 117

Electrical Supplies:

There are two causes for this increase: one is the increase in cost of materials; two is an increase in the amount of work done by the Rodent Control Section. The extensive demolition of housing in the urban renewal and the freeway programs has resulted in disturbing the rodent population. This has resulted in a marked increase [illegible]

[illegible] 1

[illegible] in accordance with experience of rodent [illegible]

[illegible] 1

[illegible]

[illegible]

[illegible]

[illegible]

[illegible] necessary.

[illegible] year of $2.1 [illegible]

[illegible] 359 $120.00

Other Foodstuffs

There are two causes for this increase: one, is the increased cost of materials; two, is an increase in the amount of work done by the Rodent Control section. Due to the increased use of traps it is necessary to use an increased amount of cornmeal and rolled oats in which the warfarin poison is mixed. This will amount to a 9% increase over the preceding fiscal year.

[illegible] 171 $1600.00

Stationery and forms used by Bureau

The increase will be necessary for new forms and printing proposed for the new programs of the expanded Bureau. Forms printed 15 years ago are obsolete and must be revised and reprinted.

Hospital and lab supplies used in the diagnosis of Communicable Diseases, in accordance with experience

[illegible] increase in the amount of work done by the Rodent Control section. In order to study other diseases in the rat population which has been trapped, it is necessary to increase the number of guinea pig inoculations in this disease control program. It has been conservatively estimated that it will require the use of 40 guinea pigs per month. At a cost of $[illegible] per guinea pig this has been conservatively estimated to cost $[illegible].

CONTROLLER'S FORM No. 4310

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1180
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH Bureau or Division: CENTRAL OFFICE - DISEASE CONTROL Appropriation Number 1.525.400.000 Sheet Number 4 of 4 Sheets Index Number 525

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Grd. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 9 (+) Increase (-) Decrease: Number of Employees	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Re-
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1		0.111.400.525												EQUIPMENT (P)														
2														Current and Prior Years														
3														REPLACEMENT														
4													A56	Coupe, Class A			1900		1900			1900			1,900			A
5														NEW														
6													456	Sedan, Class A			2200		2200			2200			0			
7													491	Books			200		200			165			50			
8														TOTAL			4300		4300			4265			1,950			
9														Less to Purchaser			4300		4300			4265			1,950			
10														NET TOTAL														
11																												
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REPLACEMENT

A. O.E. 456

Coupe, Class A replacing #97, 1953 Coupe, license E57586. Trade in $50.00. $1900

B. O.E. 456

Class A, Sedan $2200

A contemplated amount is necessary for the Chief of the Bureau for use in official business. The Bureau will have a full time Chief beginning January 1941.

C. O.S. 491 - Books

New and Revised Editions $100
(As desired by staff)

New Standard Dictionary (Necessary replacement) $65
Merriam Webster Unab.

The new dictionary requested is a necessary replacement of a 26 year old dictionary which is shopworn.

The amount of $100 has been placed for text books, which not yet have been specified. There are new editions which are published during the year and cannot be listed at this time. The use of these funds would be restricted only to those books which would be necessary for the operation of the Bureau as a whole. Furthermore, with the expanding program in the Bureau, especially in the fields of Rehabilitation, Occupational Medicine and Chronic Disease, it will be necessary to obtain current texts in these various fields.

At the present time there are no books on the subjects within the department.

DAIRY AND MILK INSPECTION

Costs	7/1/59 - 6/30/60 Cost	Unit	Cost Per Unit	7/1/60 - 12/31/60 Cost	Unit	Cost Per Unit	1/1/61 - 6/30/61 Cost	Unit	Cost Per Unit	7/1/60 - 6/30/61 Cost	Unit	Cost Per Unit	7/1/61 - 6/30/62 Cost	Unit	Cost Per Unit
Dairy Farms	$104549	15370	$6.80	$ 55434	7933	$6.99	$ 56691	7500	$7.56	$112125	15433	$7.27	$122358	15000	$8.16
Skimming & Cooling Stations	13557	1118	12.13	7188	497	14.46	7351	500	14.70	14539	997	14.58	15866	1000	15.87
Pasteurizing Plants	31585	1090	28.98	16746	583	28.72	17126	500	34.25	33872	1083	31.28	36965	1000	36.97
Milk Wagons	3409	147	23.19	1808	146	12.38	1848	50	36.96	3656	196	18.65	3990	100	39.90
Groceries, Delicatessens	7700	2064	3.73	4083	992	4.12	4175	1000	4.18	8258	1992	4.15	9012	2000	4.51
Public Eating Places	482	94	5.13	256	70	3.66	261	60	4.35	517	130	3.98	564	100	5.64
Butter Factories	228	39	5.85	121	27	4.48	123	20	6.15	244	47	5.19	266	40	6.65
Cheese Factories	204	48	4.25	108	21	5.14	111	20	5.55	219	41	5.34	239	40	5.98
Ice Cream Factories	1070	136	7.87	567	93	6.10	580	50	11.60	1147	143	8.02	1253	125	10.02
Miscellaneous	1009	381	2.65	535	186	2.88	547	172	3.18	1082	358	3.02	1180	370	3.19
Total	$163291	20487	$7.99	$ 80840	10548	$8.23	$ 88813	9872	$9.00	$175959	20420	$8.90	$191093	19775	$9.99

Fees Collected

7/1/59 - 6/30/60	$149807			
7/1/60 - 12/31/60		$ 79395		
1/1/61 - 6/30/61			$ 80605	
7/1/60 - 6/30/61				$160000 *
7/1/61 - 6/30/62				$160000 *

1/1/61 - 6/30/62 period estimated.

* Fees to be revised April 1, 1961 to cover cost of inspection.

BUDGET ESTIMATE INDEX NO. OPPOSITE SHEET NO. EXPLANATION SHEET 1185

INDEX NO. 527 - D. P. H. CENTRAL OFFICE - BOILER & MILK INSPECTION

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	87,754	87,670	73,501	72,619	79,863	89,059	102,654	98,881	105,654	113,705
Number of Employments	(21)	(20)	(18)	(17)	(17)	(17)	(17)	(16)	(16)	(16)
Allowance for Overtime	-	-	32	50	-	-	-	-	-	-
Holiday Pay	-	107	125	73	90	199	39	48	-	-
Temporary Salaries	-	200	253	177	197	188	200	185	78	141
Travel Expense & Local Fares	9,315	8,738	8,371	7,045	8,000	6,978	6,418	4,329	4,011	3,691
Allowance for Use of Employees' Cars	279	297	43	-	-	-	-	-	-	-
Maintenance & Repair of Auto Equipment	2,668	3,105	3,918	3,925	3,974	4,099	3,445	3,675	4,160	2,959
Other Contractual Services	128	125	102	242	40	45	19	36	60	70
Gasoline & Oil	3,690	3,369	3,335	4,724	4,339	4,311	4,817	4,515	4,428	4,088
Stationery & Office Supplies	384	706	524	467	831	489	890	957	637	493
Other Materials & Supplies	394	237	373	434	478	748	565	611	573	471
Equipment	1,539	3,719	267	1,282	405	4,301	6,794	2,828	664	7,953
TOTAL	105,951	108,273	90,888	90,538	98,219	110,367	125,301	115,868	120,099	137,004

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1184

FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-DAIRY & MILK INSPECTION — Appropriation Number: 1,527 — Sheet Number 1 of 5 Sheets — Index Number 547

Line No.	Actual Expenditures 1959-60	Fiscal Year 1960-1961 Budget Positions	Fiscal Year 1960-1961 Budget Amount	Fiscal Year 1960-1961 Estimated Additional Appropriation Positions	Fiscal Year 1960-1961 Estimated Additional Appropriation Amount	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Expenditures 1960-1961 Probable Last 6 Months (Dollars Only)	Expenditures 1960-1961 Probable for Year (Dollars Only)	Class Number or Code	Departmental Budget Estimate for Fiscal Year 1961-1962 Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Positions	Comparison of Requests With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Amount	Recommended by Office Board Commission or Department Number of Employees	Recommended by Office Board Commission or Department Rate	Recommended by Office Board Commission or Department Amount	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board Number of Employees	(3) BUDGET as Adopted by Board Rate	(3) BUDGET as Adopted by Board
1										RECAPITULATION														
2	(16) 113705	16	121349		-108	60222	61019	121241	110	Permanent Salaries	18		138432	2	17083	17		130512	16		121,183			
3	141		200			93	107	200	120	Temporary Salaries			400		200			400			200			
4	(16) 113846	16	121549		-108	60315	61126	121441		TOTAL PERSONAL SERVICES	18		138832	2	17283	17		130912	16		121,383			
5	6013		8049			3719	4330	8049	200	Contractual Services			8794		745			8634			8,529			
6	4884		6015		289	3046	3258	6304	300	Materials & Supplies			7370		1355			7040			6,665			
7	108		105			71	34	105	362	Hospital & Lab. Supplies			105					105			105			
8	7253		11735		-73	11015	335	11350	400	Equipment			6800		-4935			6800			6,720			
9	(16) 132904	16	147453		-73	78166	69983	147249		TOTAL	18		161901	2	14448	17		153491	16		142,452			
10										LESS TRANSFERS TO PURCHASE														
11	2252		3500			2096	1404	3500		Contractual Services			4160		660			4000			3,750			
12	4028		5000			2392	2608	5000		Materials & Supplies			5500		500			5300			5,000			
13	7253		11735		-73	11015	335	11350		Equipment			6800		-4935			6800			6,720			
14	(16) 13533		20		-73	13503	4247	19850		TOTAL TRANSFERS TO PURCHASE			16460		-3775			16100			15,470			
15	(16) 119371	16	127210		181	64663	64736	127399		NET TOTAL	18		145441	2	18223	17		137391	16		126,982			

CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1185

DEPARTMENT OF PUBLIC HEALTH — DIVISION: CENTRAL OFFICE, DAIRY & MILK INSPECTION

527

	Actual Expenditures 1959-1960	Budget 1960-1961 Number of Positions	Budget 1960-1961 Salary Rate	Budget 1960-1961 Amount	Departmental After Cut Estimates 1961-1962 Number of Positions	Departmental After Cut Estimates 1961-1962 Salary Rate	Departmental After Cut Estimates 1961-1962 Amount	Expenditure Control 1961-1962 Actual Expenditures 1959-1960	Expenditure Control 1961-1962 Estimated Expenditures 1960-1961	Expenditure Control 1961-1962 Proposed Budget 1961-1962	Class No.	Class Title	Number of Positions	Salary Rate	Amount	Mayor's Recommendations 1961-1962 Number of Positions	Mayor's Recommendations 1961-1962 Salary Rate	Mayor's Recommendations 1961-1962 Amount	Board of Supervisors Adopted 1961-1962 Number of Positions	Board of Supervisors Adopted 1961-1962 Salary Rate	Board of Supervisors Adopted 1961-1962 Amount	Increase or Decrease	Source
1	Number of Positions	9,522,112,90		1,191,760	CR	-108																	
2	1959-1960	1	1	150 465	5100																		
3	1	2	1	151- 415	4299																		
4	11	8	13	547- 660	101342																		
5																							
6	1	8.1	1	728- 884	1060M																		
7	11		16		121349			-108		121241		TOTAL	18		130432	2	17084	17		130512	18		
8																							
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A. Annual salary increment.

B. O.E. 110 Personal Services

New Position

The work of the Division of Dairy & Milk Inspection consists of three general activities: Production, which takes place in the outlying counties, and processing and distribution, which is performed within the city limits.

Eight dairy and milk inspectors are operating in the country area, assigned by the Director of Agriculture to the Approved Milk Inspection Service of the San Francisco Department of Public Health, while five dairy and milk inspectors and two clerks, above and typists, cover the processing and distribution within the city limits, and the office work of the Division.

At present, the activities of all of the personnel are directed by a Chief Dairy & Milk Inspector.

A l b enior Dairy & Milk Inspector (644/782

The eight dairy and milk inspectors working in the country areas inspect 734 dairy farms and six dairy plants and supervise all phases of milk production in connection therewith in accordance with State and Municipal laws. Owing to the wide spread areas covered by these men, they are not now adequately supervised.

To provide adequate supervision for these men, and to coordinate their work, in the Division and with State and other Inspection Services, it is requested that a new position of Senior Dairy & Milk Inspector be established.

The Dairy & Milk Inspection Service of Los Angeles City, our closest counterpart in the dairy and milk inspection field, consists of the following personnel, with a supervisory ratio of 1 to 3-1/2:

1 Chief Dairy Inspector
1 Principle Dairy Inspector
4 Senior Dairy Inspectors
15 Dairy Inspectors
TOTAL 21 Ratio of 1 to 3-1/2

The cost of operating the Dairy and Milk Inspection Division is fully covered by fees paid by the dairy industry.

CONTROLLER'S FORM No. 4310

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1107
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — GENERAL [illegible] — 107

1		0,527,1[illegible],000																									1
2	141			200											Temporary Salaries											A	2
3	141			.00											TOTAL												3
4																											4
5																											5
6																											6
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A. 1.527.120.000 Temporary Salaries

Class No.	1959-1960	Budget Allowance	Budget Request 1961-62
B 408		200	400

Vacation relief, 5 weeks, for the general clerk stenographer and general clerk typist. (B-408 - 3 weeks and B-512 - 2 weeks) An important function of the clerical force is the recording, compiling and mailing to producers and distributors, the results of the bacteriological and chemical examination made on samples of dairy products. This must be done in accordance with State laws. Failure to comply with State laws and regulations will lay the Department open to law suits and damages.

CONTROLLER'S FORM No. 4128

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH

	Actual Expenditures 1959-1960 (Cents Only)	FISCAL YEAR 1960-1961 BUDGET Class No.	Number of Employees	Rate	Amount (Cents Only)	SUPPLEMENTAL APPROPRIATIONS OR ALLOCATIONS Date	Number of Ord. & Res.	Rate	Amount (Cents Only)	Actual Expenditures 1960-1961 (Cents Only)	Estimated Cost 1960-1961 (Cents Only)	Estimated Cost 1961-1962 (Cents Only)	Object No.	Object Name	Number of Employees	Rate	Amount	Work and Time Budget Estimate (Cents Only)		Salaries and Wages		Mandatory Fringe Benefits		Expenditures Authorized by Board of Supervisors			Reference Index	Page 527
1		0.527.200.000												CONTRACTUAL SERVICES													1
2	3691			4500					1583	717	4500	207	Travel Expense - Non Local			4500			4500								2
3	2252	0.322.216.527		3500					1666	1404	3500	216	Maint. & Repair-Auto Equip.(P)			4160		660	4000							A	3
4	18			20					16	4	20	218	Maint. & Repair-Office Equip.			25		5	25							A	4
5	43			20					16	4	20	219	Maint. & Repair-Other Equip.			100		80	100							D	5
6	9			9					8	1	9	281	Subscriptions			9			9								6
7	6013			8049					3716	4130	8549		TOTAL			8794		745	8634								7
8	2252			3500					1666	1404	3500		LESS TRANSFER TO PURCHASER			4160		660	4000								8
9	3761			4549					2050	2726	5049		NET TOTAL			4634		85	4634								9
10																											10
11		0.527.300.000											MATERIALS & SUPPLIES														11
12	87			115					86	29	115	301	Tires & Tubes			140		25	140							A	12
13	4028	0.321.321.527		5000					2392	2608	5000	321	Fuel & Lubricants (P)			5300		500	5300							C	13
14	276			300					154	146	300	331	Household & Institl.Supplies			400		100	400							D	14
15	493			600	11/22/60 1666				410	475	885	371	Stationery & Office Supplies			1330		730	1200							Z	15
16	4884			6015					3046	3258	6304		TOTAL			7370		1355	7040								16
17	4028			5000					2392	2608	5000		LESS TRANSFER TO PURCHASER			5300		500	5300								17
18	856			1015					654	650	1304		NET TOTAL			1470		855	1740								18
19																											19
20		0.322.362.000											[illegible]														20
21	108			105					71	34	105	362	Hospital & Lab. Supplies			105			105								21
22	108			105					71	34	105		TOTAL			105			105								22
23	4992			6120					3117	3292	6409		GRAND TOTAL MATERIALS & SUPPLIES			7475		1355	7145								23
24	4028			5000					2392	2608	5000		LESS TRANSFER TO PURCHASER			5300		500	5300								24
25	964			1120					725	692	1409		[illegible]			1771		855	1845								25
26																											26
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35																											35

A. In accordance with experience plus allowance for increased cost.

B. Repairs to Milk Sample Cases

In accordance with experience - 100

The Milk Sample Cases are made from galvanized metal and as these cases get rough handling in transit they begin to leak. There are 7 cases not in use at this time that need repair.

C. Gasoline and Oil for Dairy & Milk

Inspection Cars - 5300

6% increase in price of gasoline

Request 6% increase in funds

D. Household & Institutional Supplies

For use by Dairy & Milk Inspectors - 400

Increase requested because of the increase in use of sample cups (oyster pails) for taking milk samples and a 20% increase in the cost of these.

E. Forms & Stationery for Dairy & Milk Inspection Division

Printed Forms	810	
Stationery	140	
Reprinting of Milk Ordinance Non Recurring	250	- 1200

CONTROLLER'S FORM No. 4210

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE - DAIRY & MILK INSPECTION — Appropriation Number: 1,527,400,000

1		0,311,400,527																							
2	7953		11735	11/1	7	31		11			11				Current & Prior Year			-11735							
3															MISCELLANEOUS										
4															Milk Sample Cases (5)			400							A
5															Automobiles (A) (1)			6375							B
6																									
7																									
8	7953		11735					11			11				TOTAL										
9	7953		11735					11			11														
10															NET TOTAL										
11																									
12																									
13																									
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FISCAL YEAR	Index	[illegible]	1959-1960 ACTUAL [illegible]	[illegible] ESTIMATE [illegible]	1960-1961 ACTUAL EXPENDITURES	PROBABLE EXPENDITURE
1959-1960	404	Milk Sample Canon	$ 252.	$	$	$
	402	Copy Holder	18.			
	456	Coupon	7683.			
1960-1961	404	Milk Sample Canon		335.		335.
	456	Coupon		11400.	11015.	
		TOTAL	$ 7953.	$ 11735.	$ 11015.	$ 335.

A. 1.311.400.527

O.E. 404 Milk Sample Cases

Replacement of Milk Sample Cases

In accordance with experience

Replacing Cases numbered 13, 18, 21, 23, 26.

B. O.E. 456 Automobiles

Replacing following vehicles as approved for trade-in by Purchaser of Supplies:

Vehicle #	License #	Year	Description
5	E 57582	1953	Ford Coupe
38	E 57637	1955	Ford Coupe
81	E 96468	1957	Chev Coupe

Falcon 4 Door Station Wagon	$2100	(tax incl.)
Heaters	67	
Reinforcement	100	
	$2267	each
	x 1	
Total replacement cost	$6800	

C. O.E. 412 Desk Lamp (NEW)

This lamp is for a desk located on the south wall between windows and ceiling lamps that do not afford adequate lighting.

DENTAL DIVISION

The Dental Division of the Bureau of Maternal and Child Health is staffed by 10 part-time dentists employed half-time five days a week; one full-time dental director; 4 full-time dental hygienists; one full-time dental assistant; and one part-time clerk-receptionist.

The dentists fill teeth with amalgam silicate or cement fillings, extract teeth and treat diseases of the mouth, such as Vincent's Gingivitis, etc. Four of the dentists work each morning at the Central Clinic at 101 Grove Street; the other six dentists work at the following outlying dental clinics: Alemany Dental Clinic, 5 days a week, Bonham Flat Dental Clinic, 1 day a week; Southside Dental Clinic, 4 days a week, Visitacion Dental Clinic, 5 days a week, Northeast Dental Clinic, 5 days a week, Cooper Dental Clinic, 5 days a week; and Monroe Dental Clinic, 5 days a week. The dentists in the outlying clinics must work without a dental assistant and therefore can see fewer children per session than the dentists working at 101 Grove Street. At the outlying clinics the dentists clean and sterilize their own instruments, make appointments, record, and do their own cleaning up. Children who require x-rays are all referred to the Central Clinic for the x-rays.

The dental assistant who assists the four dentists at 101 Grove Street sterilizes all the instruments, takes and develops x-rays, does clinic work such as recording and filing dental cards and takes care of materials and supplies for the Central Clinic and sending supplies to the outlying clinics.

The four dental hygienists do dental education, inspection in the schools each morning, and perform oral prophylaxis in the various dental clinics in the afternoons.

Additional emphasis on the educational aspects of the dental health program is planned for the next year. Since the dental program in a health department should emphasize prevention, it is planned to provide more education of parents of preschool and young school-age children in tooth brushing and dental care, and also to continue to accept younger children in the dental treatment program. In this way the mouths of the younger children can be kept clean and the cavities filled through regular appointments and additional education. This means that only emergency dental care can be given to teen-age children or junior and senior high school age who have a great many carious teeth. In a program of this kind, the older school children will suffer with the hope that the younger school child will have good oral care when he becomes a teen-ager.

During the next year, plans will be made to resurvey the school children in San Francisco who have resided here since the San Francisco water was completely fluoridated. This will mean that much of the time of the dentists and dental hygienists, in addition to volunteer help from the San Francisco Dental Society, will be spent in this project in order to determine the effectiveness of the fluoridated water in San Francisco in the prevention of dental caries.

BUDGET ESTIMATE INDEX NO. 1.529 OPPOSITE SHEET NO. 1 EXPLANATION SHEET 1105

DENTAL BUREAU

	7/1/59 - 6/30/60			7/1/60 - 12/31/60 **			1/1/61 - 6/30/61			7/1/60 - 6/30/61			7/1/61 - 6/30/62		
	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit
DENTAL HYGIENE															
Number of Schools Visited		* 68			* 34			* 34			* 68			* 68	
Prophylaxis	$ 4261	5311	$ .80	$ 2430	2768	$ .88	$ 2716	2700	$1.01	$ 5146	5468	$ .94	$ 5371	5800	$ .93
Inspections	3235	12096	.27	1400	6152	$ .23	2046	6100	.34	3446	12252	.28	4014	13000	.31
Toothbrush Drills	7039	13163	.53	3145	5373	.59	4091	6100	.67	7236	11473	.63	8027	13000	.62
Class Talks, Child Health & P.T.A. Conferences	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1.24
Total Dental Hygiene	$14831	30848	$ .48	$ 7504	14403	$ .52	$ 9075	15066	$ .60	$16579	29469	$ .56	$17762	32083	$ .55
TREATMENT															
Anesthesia Given Patients	$16040	8620	$ 1.86	$ 7650	3041	$2.48	$10324	3000	$3.10	$18174	8041	$ 2.25	$19406	9000	$ 2.16
Deciduous Extractions	10165	4817	2.11	4831	1717	2.81	5966	2500	2.39	10797	4217	2.56	12223	5000	2.44
Permanent Extractions	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Fillings - Amalgam	41949	15367	2.73	22059	6058	3.64	24692	8000	3.09	46751	14058	3.33	50604	16000	3.16
Carbo-eugenol Base	4749	1740	2.73	1762	484	3.64	2159	700	3.08	3921	1184	3.31	5374	1700	3.16
Cement	3226	1182	2.73	1680	462	3.64	1852	600	3.09	3532	1062	3.33	4114	1300	3.16
Synthetic	1748	640	2.73	938	258	3.64	1233	400	3.08	2171	658	3.30	2218	700	3.17
C.A.O.H. (Pulp Capping)	676	361	1.87	401	162	2.48	400	190	2.11	801	352	2.28	862	400	2.16
Pulpotomy	54	30	1.80	64	26	2.46	66	30	2.20	130	56	2.32	108	50	2.16
Treatments - Post Operative	928	624	1.49	351	177	1.98	422	240	1.69	773	427	1.81	1014	600	1.72
Gingivitis	243	142	1.71	141	61	2.31	148	75	1.97	289	136	2.11	302	150	2.01
Others	667	536	1.24	228	137	1.66	351	250	1.40	579	387	1.50	722	500	1.44
Vincents	9	5	1.80	-	-	-	5	3	1.67	5	3	1.67	10	5	2.00
Smears Taken	9	2	4.50	-	-	-	5	2	2.50	5	2	2.50	10	5	2.00
Prophylaxis	532	186	2.86	-	-	-	-	-	-	-	-	-	-	-	-
Dental X-Rays	7117	2359	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Total Treatment	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Total Dental Bureau	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$123633	76370	[illegible]

* Excluded from total units.

** 7/1/60 - 12/31/60 includes two months school vacation; staff takes vacation during this period.

INDEX NO. 529 - D.P.H. CENTRAL OFFICE - DENTAL OFFICE

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	50,754	48,964	53,415	61,196	64,371	76,014	79,579	82,206	87,255	93,952
Number of Employments	(16)	(16)	(16)	(16)	(16)	(17)	(17)	(17)	(17)	(17)
Allowance for Use of Employees' Cars	287	238	894	313	302	317	394	297	317	294
Maintenance & Repair of Bldgs.	-	-	1,342	-	-	-	-	-	-	-
Other Contractual Services	194	132	182	208	294	283	214	259	283	199
Drugs, Chemicals, Gases	610	668	284	169	633	467	719	483	566	645
Hospital & Laboratory Supplies	483	543	1,067	856	674	790	669	711	869	890
Other Materials & Supplies	176	220	183	184	155	335	339	302	269	323
Equipment	520	592	300	383	3,477	810	380	182	340	2,738
TOTAL	53,024	51,355	57,067	63,309	69,906	79,016	82,294	84,440	89,899	99,041

CONTROL FORM No. 4200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1197

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-DENTAL BUREAU — Appropriation Number: 1.529.110 ETO. — Sheet Number 1 of 4 Sheets — Index Number 529

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	(1) Budget 1960-1961 Salary Ord. Sec. No. Item No.	(1) Budget 1960-1961 Number of Employees	(1) Budget 1960-1961 Rate	(1) Budget 1960-1961 Amount (Dollars Only)	Supplemental Appropriations & Modifications 1960-1961 Date	Supplemental Appropriations & Modifications 1960-1961 Number of Employees	Supplemental Appropriations & Modifications 1960-1961 Rate	Supplemental Appropriations & Modifications 1960-1961 Amount (Dollars Only)	Estimated Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Estimated Expenditures 1960-1961 Probable Last 6 Months (Dollars Only)	Estimated Expenditures 1960-1961 Probable for Year (Dollars Only)	(2) Class Number or Code	(2) CLASS TITLE OR DESCRIPTION	(2) Number of Employees	(2) Rate	(2) Amount (Dollars Only)	Comparison of Proposed Budget 1961-1962 with Budget 1960-1961 (+) Over (-) Under Force	Comparison of Proposed Budget 1961-1962 with Budget 1960-1961 (+) Over (-) Under Amount	(3) Recommended by Mayor Number of Employees	(3) Recommended by Mayor Rate	(3) Recommended by Mayor Amount (Dollars Only)	(4) Adopted by Bd. of Supervisors Number of Employees	(4) Adopted by Bd. of Supervisors Rate	(4) Adopted by Bd. of Supervisors Amount	Reference Page Number	Line Number
1																											1
2	(17) 93952		17		104[illegible]0				-338	[illegible]	[illegible]	[illegible]	11[illegible]	Permanent Salaries	17		105377		757	17		105377	17		102,311			2
3	(17) 93952		17		104[illegible]0				-6338	44449	53833	98282		Total Personal Services	17		105377		757	17		105377	17		102,311			3
4	1[illegible]9				235					150	85	235	200	Contractual Services			360		125			310			260			4
5	294				375					145	[illegible]	375	203	Use of Employees' Cars			450		75			450			415			5
6	323				[illegible]43					[illegible]	[illegible]	243	300	Materials & Supplies			400		157			400			[illegible]			6
7	[illegible]45				[illegible]					[illegible]	[illegible]71	600	361	Drugs, Chemicals & Gases			700		200			700			650			7
8	890				1250					[illegible]	[illegible]	1250	362	Hospital & Lab. Supplies			1400		150			1400			1,250			8
9	2738				2835						[illegible]35	2835	400	Equipment			2813		-22			2813			2,815			9
10	(17) 99041		17		110156				-[illegible]38	[illegible]21	[illegible]	103820		Totals	17		111600		1442	17		111450	17		115,060			10
11														Less Transfers to Purchaser														11
12	148				146					[illegible]6	[illegible]8	[illegible]4		Materials & Supplies			175					175			180			12
13	2738				2835						[illegible]35	[illegible]35		Equipment			2813					2813			2,815			13
14	2886				[illegible]1					[illegible]6	[illegible]2	[illegible]81		Total Transfers to Purchaser			2988					2988			2,995			14
15	(17) [illegible] 155		17		107177				-338	[illegible]21	[illegible]	[illegible]		Net Totals	17		[illegible]		[illegible]	17		[illegible]	17		[illegible]			15
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Controller's Order No. 4135

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1198

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH — Bureau or Division CENTRAL OFFICE-DENTAL BUREAU — Appropriation Number 1.529.110.000 — Sheet Number 2 of 4 Sheets — Index Number 529

Line No.	Actual Expenditures (Dollars Only)	FISCAL YEAR 1960-1961 Budget Item No.	Budget Number of Employees	Budget Rate	Budget Amount (Dollars Only)	Supplemental Appropriations or Modifications Date	Supplemental Appropriations or Modifications Number of Ord. or Res.	Supplemental Appropriations or Modifications Rate	Supplemental Appropriations or Modifications Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Expenditures 1960-1961 Probable Last 6 Months (Dollars Only)	Expenditures 1960-1961 Probable for Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (-) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 8 (-) Decrease Amount	Recommended by Civil Service Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
1						1/31/61 C.O.			-6330					PERSONAL SERVICES-PERMANENT SALARIES													
2	1	50	1	Rate 341- 415	1494								B222	General Clerk (P.T.)	1	Rate 341- 415	1494			Rate 1 341- 415	1494	1	Rate 358- 436	1,494			
3	1	50.1	1	310- 376	4512									Dental Assistant	1	310- 376	4512			1	325- 395	4,740					
4	4		4	425- 518	24,816									Dental Hygienist	4	425- 518	24814	298		4	425- 518	24,814					
5	10		10	Rate 862- 1047	60709									Dentist (P.T.)	10	Rate 862- 1047	60709	129		Rate 10 862- 1047	60709	10	884- 1023	61,359			
6	1	51	1	950- 1154	13848									Director of Dental Bureau	1	950- 1154	13848	330		1	950- 1154	13848	1	1022- 1242	14,904		
7	[illegible]		17		104640				[illegible]	[illegible]	[illegible]	98282		Total	17		105377	757		17		105377	17		102,317		
8																											
9																											
10																											
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A. Annual salary increment.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1,576,200,000
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,529,300,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,529,361,000
FISCAL YEAR 1961-1962

1200

Sheet Number 3 of 4 Sheets Index Number 524

Line No.	Actual Expenditures 1958-1960 (Dollars Only)	Authorized Salary Std. Sec. No. Items	Number	Rate	Amount (Dollars Only)	Proposed Modifications Date	Number of Em-ployees	Rate	Amount (Dollars Only)	Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Em-ployees	Rate	Amount (Dollars Only)	Increase Over 1961-1962 Budget (Col. 3 and 19) Decrease Items	Amount	Recommended by Office of Controller Department Number of Em-ployees	Rate	Amount (Dollars Only)	2 BUDGET as Recommended by The Mayor Number of Em-ployees	Rate	Amount	3 BUDGET as Adopted by Board of Supervisors Number of Em-ployees	Rate	Amount
1		0,520,203,000												CONTRACTUAL SERVICES													
2	50			60						26	34	60	201	Travel Expense - Local Fares			60					60					
3	140			170						104	71	175	211	Maint. & Repair-Other Equip.			300	125				300					
4	190			230						130	230	360		Total			360	125				360					
5																											
6		0,520,203,000												USE OF EMPLOYEES' CARS													
7	290			375						142	233	375	293	Use of Employees' Cars			450	75				450					
8	290			375						142	233	375		Total			450	75				450					
9																											
10		0,522,300,000												MATERIALS & SUPPLIES													
11	11			10						6	4	10	331	Household & Instit. Supplies			25	15				25					
12	148	0,111,340,529		146						60	86	146	341	Dry Goods, Notions, Fabrics (F)			175	29				175					
13	102			97						41	46	87	371	Stationery & Office Supplies			200	113				200					
14	351			363						107	136	243		Total			400	157				400					
15	148			146						60	86	146		Less Transfer to Purchaser			175	29				175					
16	194									47	50	97		NET TOTAL				128									
17																											
18		0,520,204,000												DRUGS, CHEMICALS, GASES													
19	665			600						327	273	600	361	Drugs, Chemicals, Gases			1400					1400					
20	665			600						327	273	600		Total			1400					1400					
21																											
22		0,520,302,000																									
23	890			1250						603	647	1250	392	[illegible] Supplies			1400	150				1400					
24	890			1250						603	647	1250		Total			1400	150				1400					
25	1858			2093						1037	1056	2093		GRAND TOTAL MATERIALS & SUPPLIES			2600	532				2600					
26	148			146						60	86	146		Less Transfers to Purchaser			175	29				175					
27	1710			1947														503				2425					
28																											
29																											
30																											
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32																											
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35																											

A. O.E. 219 MAINTENANCE & REPAIR - OTHER EQUIPMENT $250.00

Maintenance and repair of dental equipment.

$175.00 was allowed for this item in the 1960-1961 Budget. From July 1960 through September 1960 (3 months) $100 of this was spent. If further repairs are needed it will probably be necessary to request a supplemental for this item. For this reason $250 is requested in the 1961-1962 Budget.

B. O.E. 203 USE OF EMPLOYEES' CARS $450.00

Mileage for Director and 2 Dental Hygienists in accordance with experience plus increase in allowance. 450.

Prior to this time mileage has been allowed for the Director of the Dental Division and one of the 4 dental hygienists. It is urgently requested that mileage be allowed for an additional dental hygienist who must drive her car all over San Francisco in order to get from her morning school assignments to afternoon assignments in the health centers. Since the hygienist must carry printed supplies and models for demonstration, it is difficult, as well as time consuming, to use public transportation.

C. 1.529.300.000 MATERIALS AND SUPPLIES — Amount requested
O.E. 331 HOUSEHOLD & INSTIT. SUPPLIES

Household and institutional supplies used in the treatment of children in accordance with experience. $25.00

D. O.E. 341 DRY GOODS, FABRICS (P)

In accordance with experience plus increase costs. $200.00

E. O.E. 371 STATIONERY & OFFICE SUPPLIES

The printed forms used by the Dental Division are listed below together with the amount spent for these forms during the fiscal year 1959-60. In addition, 1,000 (X 1-14) dental clinic cards presently budgeted in the Nursing Bureau should be added to the budget for the Dental Division. This card is used to refer children to the Health Department for dental care. It is needed in order to clarify financial eligibility and to obtain parental consent from the parent or guardian for the needed care. The cost of these cards is $6.73 per 1,000, or $6.73 for a one-year supply of 1,000. The budgeting and responsibility for this particular card should be placed in the Dental Division rather than the Nursing Bureau since the card is necessary to the dental program.

Form	Printed Forms Used	Expenditure Fiscal Year 1959-1960
F. 1707	Dental Record Cards	$ 30.16
F. 1709C	Notice of Dental Inspection	27.04
F. 1709B	Dental Certificate	40.56
F. 1709C	Dental Inspection	22.67
F. 1706	Dental Clinic Card	37.70
F. 1707	Dental Record Card	27.30
F. 1514	Dental Clinic Card	
	Small White Envelopes for X-Rays	5.62
TOTAL		$191.05

F. 1.529.361.000 MATERIALS & SUPPLIES — Amount requested
O.E. 361 DRUGS, CHEMICALS, GASES

For drugs and gases used in treatment of children, requirements based on experience plus price increase of 10% as well as increase in supply charges.

G. 1.529.362.000 — Amount requested
O.E. 362 HOSPITAL & LAB SUPPLIES

For x-ray films, [illegible], small dental instruments, and other laboratory supplies, based on experience plus approximate 10% increase in prices as [illegible] supplies. Prior to 1959-1960, small dental instruments were [illegible]

Controller's Form No. 4030

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1202

Prepared on [illegible]

Bureau or Division CENTRAL OFFICE-DENTAL BUREAU

Appropriation Number 1.529.400.000

	FISCAL YEAR 1960-1961							EXPENDITURES 1960-1961				(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962						Comparison of Request		Recommended by Office, Board, Commission or Department			(2) BUDGET as [illegible] by the Mayor			(3) BUDGET as Adopted by the Board of Supervisors		
			Number of Employees	Amount (Dollars Only)		Number of Employees	Rate	Amount (Dollars Only)	Actual 1st 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)			With 1960-1961 Budget Cols. 3 & 4 (—) Decrease		Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount
					Date														Number	Amount									
1																													
2	[illegible]																		-832										
3													RELEASEMENT																
4												404	Dental Chair Unit & Foot Pump			2813			2 13			.313					.2813		
5	.213			2835						2835	2835		TOTAL			2813			-22			-.313					.2813		
6	.13			.1						.1	.12		Less t[illegible]ver			.13			.1			-.13					.13		
7													NET TOTAL																
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BUDGET ESTIMATE INDEX NO. 529 OPPOSITE SHEET NO. 4 EXPLANATION SHEET

FISCAL YEAR	U.C.	DESCRIPTION	1959-1960 ACTUAL EXPENDITURES	[illegible]	1960-1961 ACTUAL EXPENDITURES	[illegible]
1959-1960	404	Dental Chair Unit	$ 2738.	$		$
1960-1961	404	Dental Chair Unit		[illegible]		[illegible]
	406	Dental Light		[illegible]		180.
		TOTAL	$ 2738.	$ 2835.	-	[illegible]

B. D.E. 404 Dental Chair Unit & Foot Pump $2813.00

1 - Ritter foot pump chair (Priority #1) Approx. Cost $ 965.00

1 - Ritter dental unit (Priority #1) Approx. Cost $1448.00

Model J - Type 4

(Increase over previous purchase: Foot pump and chair- - - - - $ 96.50
Dental unit - - - - - - - - $232.50)

The budgetary policy which has been in effect for the last two years for the yearly purchase of a new Ritter dental unit, Model J, Century, Type 4, and Ritter dental foot pump chair, Model L, should be continued until all dental units and chairs at Central Clinic are replaced. Thus a large capital outlay at one time will be avoided.

The present units and chairs are over 29 years old and are being used daily, in the morning by the dentists and in the afternoon by [illegible] dental hygienists.

BUDGET ESTIMATE INDEX NO. 2.511 OPPOSITE SHEET NO. 1 EXPLANATION SHEET 1205

COST OF INSPECTIONS															
							Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit
Miscellaneous Food Places	$ 76146	40144	$1.89	$ 38879	14550	$2.67	$ 40687	20900	$1.97	$ 79160	35050	$2.26	$ 82085	41000	$2.00
Meat Processors and Jobbers	54000	16677	3.29	28576	7207	3.97	29786	8400	3.55	58162	15607	3.74	60534	16800	3.60
[illegible]															
Peddler Carts	241	210	4.90	428	226	1.89	444	125	3.55	872	351	2.48	909	240	
Public Eating Places & Night Clubs	110425	31818	3.47	56336	13112	4.30	54611	17600	3.45	110947	30112	3.69	114138	34000	
[illegible]															
Hotels & Rooming Houses [1]	55336	10026	5.54	28269	4112	6.84	29168	5500	5.14	57617	9632	5.98	59066	11000	
Apartments [1]	172307	41612	4.14	87700	20144	4.35	91382	21000	4.34	178882	41144	4.35	183117	42000	
Dwellings & Lots [1]	41561	12047	3.45	20796	4766	4.36	21834	6250	3.46	42630	11016	3.85	43556	12500	
Mattress Factories	293	26	10.88	144	13	11.08	150	13	11.54	294	26	11.31	300	26	
[illegible]															
Miscellaneous Stores, Warehouses, Factories [2]	35549	1357	26.20	17808	470	37.89	18930	700	26.47	36738	1170	31.06	37545	1400	
Bottled Waters	1778	148	12.01	905	70	12.93	940	75	12.53	1845	145	12.72	1887	150	
Stables - Kennels	107	54	1.98	55	21	2.62	57	21	2.71	112	42	2.67	114	54	
Swimming Pools	3915	488	7.92	1950	228	8.50	2041	400	5.10	4000	628	6.37	4198	800	
Swill Trucks	414	208	2.01	213	58	3.67	220	100	2.20	433	158	2.74	451	200	
Fumigations	205	14	14.64	104	7	14.86	108	13	8.31	212	20	10.60	217	25	
Garbage Complaints & Scavenger Service	[illegible]														
[illegible]															
Watermains & Water Tests	[illegible]														
Other Miscellaneous Inspections [3]	20960	9932	1.12	15027	4983	3.02	15548	9000	1.1.	[illegible]			[illegible]		
TOTAL	[illegible]														

Footnotes

Units expressed are number of inspections.

1. Includes urban renewal participation.

2. Includes clear factories formerly listed separately.

3. Includes mosquito complaints, roach control research, and dumps.

[illegible]

	7/1/59 - [illegible]	7/1/60 - [illegible]	1/1/61 - [illegible]	7/1/60 - [illegible]	7/1/61 - [illegible]
Public Eating Places	$ 56591	$ 43400	$ 42510	$ 86000	$133434
Penalties - Public Eating Places, etc.	559	399	601	800	600
Food Vehicle Permits	398	-	200	200	200
Poultry Inspection	1390	475	925	1400	1400
[illegible]	30	-	20	20	100
[illegible]	[illegible]	95	85	180	350
[illegible]	[illegible]	1250	1250	2500	7000
[illegible]		[illegible]	[illegible]	[illegible]	[illegible]
Refuse Collectors		-			
Stables, Kennels, Pet Hospitals	10	-	10	10	440
Filing Fees	[illegible]	7900	7310	13000	9730
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

INDEX NO. 531 D.P.H. CENTRAL OFFICE - FOOD & SANITARY INSPECTION

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	274,860	300,310	314,615	342,412	375,862	401,813	435,180	481,012	531,296	538,508
Number of Employments	(66)	(66)	(66)	(67)	(71)	(73)	(73)	(73)	(77)	(73)
Allowance for Overtime	573	904	500	128	125	79	99	98	202	199
Holiday Pay	1,111	1,315	951	1,000	852	1,100	1,000	1,000	1,785	1,721
Temporary Salaries	-	-	176	-	169	-	-	-	-	-
Local Fares	4,469	4,223	5,795	5,419	6,234	6,505	6,284	6,897	6,280	6,213
Allowance for the Use of Employees' Cars	4,648	4,637	4,549	4,625	5,752	5,364	4,890	5,656	5,000	5,000
Maintenance & Repair of Auto Equipment	1,526	4,995	1,734	1,569	1,199	1,834	1,255	1,136	868	870
Other Contractual Services	109	89	454	441	92	65	150	68	158	124
Gasoline & Oil	977	1,067	1,237	1,312	1,369	1,525	1,267	1,421	1,149	1,153
Stationery & Office Supplies	1,091	1,213	957	1,098	1,730	1,372	1,163	1,631	1,459	1,606
Other Materials and Supplies	462	271	447	341	243	262	476	202	176	324
Equipment	915	107	-	6,550	1,056	434	1,229	3,581	2,115	236
TOTAL	290,761	315,631	331,415	364,895	394,685	420,353	452,893	502,702	550,488	555,994

CONTROLLER'S FORM No. 4180

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1207

DEPARTMENT OF PUBLIC HEALTH — CENTRAL OFFICE-FOOD & SANITARY INSPECTION — Appropriation Number 1,531,110 BTO. — Sheet Number 1 of 4 Sheets — Index Number 5.31

Line No.	Actual Expenditures 1959-1960 Dollars Only	Budget 1960-1961 Salary Rate Pos. No.	Budget 1960-1961 Salary Rate Pos. No.	Budget 1960-1961 Salary Rate Pos. No.	Budget 1960-1961 Amount Requested	Increase or Decrease Over 1960-1961 Budget Salary Rate	Increase or Decrease Over 1960-1961 Budget Salary Rate Pos. No.	Increase or Decrease Over 1960-1961 Budget Salary Rate	Increase or Decrease Over 1960-1961 Budget Amount	Actual Expenditures 1960-1961 Dollars Only	Estimated Expenditures 1960-1961 Dollars Only	Estimated Expenditures 1960-1961 Dollars Only	Object No.	Detail	Number of Positions	Rate	Amount	1961-1962 Budget Salary Rate Pos. No.	Rate	Amount	1961-1962 Budget Amount	Increase or Decrease Over 1960-1961 Budget Salary Rate Pos. No.	Rate	Amount	Increase or Decrease Over 1960-1961 Budget Amount	Reference Index	Line No.
1														RECAPITULATION													1
2	(67) 407518	67		524607				-6156		514451			11	Permanent Salaries	68		529456	1	4849	68		529456	67	535,630			2
3	(6) 40990	6		43516				-774		42742			11.15	Perm.Pal. - Urban Renewal	6		44380		866	6		44380	6	45,246			3
4	199			90				1210		1300			11.1	Vertime			1460		1370			1460		910			4
5	1721			1750				58		1808			11.2	Holidays			1455		-295			1455		1,455			5
6	(73) 546428	73		555961				-5330		550631				TOTAL PERSONAL SERVICES	74		576791	1	6790	74		576751	73	585,341			6
7	7207			7432				136		7568				Contractual Services								7751		8,220			7
8	5000			5600				2000		7600				Use of Employees' Cars			7540		1940			7540		7,000			8
9	3064			3228				1604		4832				Materials & Supplies			3877		649			3857		5,505			9
10	59			50				28		78				Capital & Lease Supplies								500		150			10
11	236			240				3089		3329				Equipment								420		40			11
12	(73) 555094	73		539441				-5330		534111				Total	74			1		74		586519	73	606,300			12
13														Less Salary Savings													13
14	931			978				214		1192				Contractual Services								1304		1,134			14
15	1193			1400				664		2064				Materials & Supplies								1340		1,340			15
16	236			3200				2769		2769				Equipment								420		40			16
17	2360			5578				4417		6025				Total Contractual Services & Supplies								3064		2,514			17
18	(73) 553634	73		583263				-5330		577781				Net Total	74			1		74		593237	73	597,786			18
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CONTROLLER'S FORM No. 4B8

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1208

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH
Bureau or Division: CENTRAL OFFICE-FOOD & SANITARY INSPECTION
Appropriation Number: 1.531.110.000 / 1.531.110.415
Sheet Number 2 of 4 Sheets
Index Number 531

Line No.	Actual Expenditures Last Year (Number of Employees)	Fiscal Year 1960-1961 Salary Grd. Sec. No. (Item No.)	Number of Employees	Rate	Amount	Estimated Additional Appropriations Required This Department: Date	Number of Employees	Rate	Amount	Expenditures 1960-1961 Actual (Est. for Last Month)	Probable Cost (Balance of Year)	Probable for Year (Col. 11 + Col. 12)	(1) Departmental Budget Estimate for Fiscal Year 1961-1962: Class No.	Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Commission Request: With 1960-1961 Budget Cols. 9 and 8 (—) Decrease: Force	Amount	Recommended by Office Budget & Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Letter
1	Number of Employees 1959-1960	0.531.110							-6956					PERSONAL SERVICES-PERMANENT SALARIES														
2	4	9	4	4	20400										350					4	425	20400	4	367 / 442	21,456			
3	2	9.1			9960								B517	General Clerk-Typist	2	341 / 415	9402		-558	2	341 / 415	9402	2	358 / 436	9,877			A
4													B512	General Clerk-Typist (Temp.)	1	341 / 415	4194	1	4194	1	341 / 415	4194	0		0			B
5	4	11	4		35490								N53	Asst. District Supervisor	4	599 / 728	35490			4	599 / 728	35490	4	613 / 745	35,110			
6	4	12	4		37536								N54	District Supervisor Food and Housing	4	644 / 782	37536			4	644 / 782	37536	4	660 / 802	38,420			
7	1	11.5	1		11964								N70	Chief Food & Sanitary Inspect.	1	821 / 997	10098		-1866	1	821 / 997	10098	1	842 / 1022	10,786			
8	50	11.5	50		393417								N100	Sanitarian	50	543 / 660	396496		-3079	50	543 / 660	396496	50	556 / 676	403,263			
9	2	10	2		13540								N 94	Housing & Industrial Inspect.	2	543 / 660	15840			2	543 / 660	15840	2	556 / 676	16,224			
10	(77) 497510		67		536									TOTAL	68		529456	1	4849	68		529456	67		535,636			
11																												
12		0.531.110.415												PERMANENT SALARIES--URBAN RENEWAL													
13	1	9.2	1		5100								B408	General Clerk-Typist Renewal	1	150 / 425	5100			1	350 / 425	5100	1	367 / 442	5,364			
14	4	11.4	4		39280								N100	Sanitarian	5	543 / 660	39280		+806	5	543 / 660	39280	5	556 / 676	40,240			
15	(6) 5.000		6		44514				-834						6		44190		+806	6		44380	6		45,604			
16	530.00		74		581 1				6122						76		573836	1	5215	74		573836	73		581,240			
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A. Annual salary increment.

B. Request for an additional clerk-stenographer, B-408, at the rate of 350/425.

The increased activity on housing (apartment houses, hotels) necessitates an additional clerk-stenographer to prepare and maintain records. Currently there is on record slightly over 12,000 apartment houses and hotels, and surveys have indicated that this number will be in excess of 15,000. The preparation of notices, permits and records will be increased accordingly.

CONTROLLER'S FORM No. 4890

CITY AND COUNTY OF SAN FRANCISCO — 1210

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,531,111,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,531,112,000

FISCAL YR 1961-1962 1,531,200,000

DEPARTMENT OF PUBLIC HEALTH — GENERAL PUBLIC HEALTH ACTIVITY NO. N — Sheet Number 3 of 4 Sheets — 531

Line No.	Actual Expenditures Prior Year	Budget Code No.	Object Code No.	Sub-Object Code No.	Amount	Code	Number of Employees	Rate	Amount	Estimated Expenditures Current Year	Estimated Expenditures Current Year	Estimated Expenditures Current Year	Line No.	Description	Number of Employees	Rate	Amount	Increase or Decrease Over Budget Current Year Number of Employees	Increase or Decrease Over Budget Current Year Amount	Recommended by Office Budget and Department Number of Employees	Recommended by Office Budget and Department Rate	Recommended by Office Budget and Department Amount	Budget Recommended by the Mayor Number of Employees	Budget Recommended by the Mayor Rate	Budget Recommended by the Mayor Amount	Budget Adopted by Board of Supervisors Number of Employees	Budget Adopted by Board of Supervisors Rate	Budget Adopted by Board of Supervisors Amount
1		0.5	1,111,000		177760									PERSONAL SERVICES-ALLOWANCE FOR OVERTIME													
2	199					90			1.11	186	1114	1300	111	Over Time			1460		1370			1460			646			
3	199					90			1.11	186	1114	1300		TOTAL			1460		1370			1460			646			
4																												
5		0.5	1,111,000		177760									SALARIES-HOLIDAYS													
6	1721					1,455			1.11	1340	498	1838	112	Holiday			1455		-295			1455			1,455			
7	1721					1,455			1.11	1340	498	1838		TOTAL			1455		-295			1455			1,455			
8																												
9		0.5	1,200,000											CONTRACTUAL SERVICES													
10	5,11					[illegible]				[illegible]	4,004	[illegible]	201	Travel Expense-Local Area			6350					6350			5,000			
11	32					40					40	40	206	Travel Expense-Non Local			50		10			50			40			
12	870	0.1	2,216,531		900					807	93	900	216	Maint. & Repair-Auto Equip.(P)			1275		375			1200			1,050			
13	12				15						15	15	218	Maint. & Repair-Office Equip.			30		15			30			15			
14	19				19					4	15	19	235	Subscription			19					19			19			
15	61	0.1	1,240,531		78					57	21	78	240	Telephone Directory Service(P)			102		24			102			102			
16	7207				7402					3214	4188	7402		TOTAL			7826		424			7751			6,226			
17	931				978					864	114	978		LESS TRANSFERS TO PURCHASER			1377		399			1302			1,152			
18	6276				6424					2350	4074	6424		NET TOTAL			6449		25			6449			5,074			
19																												
20		0.5	1,201,000											USE OF EMPLOYEES' CARS													
21	5000				5600					2866	2734	5600	203	Use of Employees' Cars			7540		1940			7540			2,000			
22	5000				5600					2866	2734	5600		TOTAL			7540		1940			7540			2,000			
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A. 1.531.111.000 OVERTIME

Class No. M-100 Sanitarians

Estimated requirements for period 1961-62	$ 250.00
Additional estimated requirements for period 1961-62 inspections at Kezar Stadium (4)	1210.00
	$1460.00

In the past it has been the procedure in the Bureau of Food and Sanitation to ask for volunteers to make the necessary inspections at Kezar Stadium during such times when special events, i.e., 49er football games, East-West game, etc. are being conducted. However, there has been some reluctance on the part of the staff to accept this assignment in view of the fact that the majority of the dates of these events fall on Saturdays and Sundays, thus interfering with the normal time off of the inspectors.

Time spent in this activity was compensated by time off. It is felt, however, that the assignments to Kezar Stadium should be on a pay basis, because other services suffer, and this inspection can be charged to this service.

. During the remaining portion of this year there are 21 dates on which an activity will be conducted outside of the normal working hours. It is expected that on each of these dates it will be necessary to assign two inspectors, plus a District Supervisor. The inspectors will report to the Stadium at 12 o'clock for examination of the daily food supply, and will be on duty until 5 o'clock. Events which are scheduled for the evening hours will require the same amount of time. After the completion of the game they will report to the Park Emergency Hospital to ascertain if any complaints have been received concerning the food service. The necessity for this inspection is evidenced by the food poisoning which occurred during a 49er game two years ago.

The District Supervisor will be compensated under the Salary Ordinance by corresponding time off.

B. 1.531.112.000 Holiday Pay

Under the Provisions of the State Department of Agriculture it is necessary that representatives of this department be present at all times when Meat Food plants are operating. These plants operate on Lincoln's Birthday, Admission Day, Columbus Day, and Election Day. There are 61 plants that require inspection on these days.

9 - M-100 @ 45.71* 411.39

1 - M-53 @ 50.42* 50.42

461.81 x 3 = $1,385.43

Plus 5% for Salary Increases 69.28

$1,454.71

C. 1.531.200.000 CONTRACTUAL SERVICES

O.E. 206 TRAVEL EXPENSES-NON LOCAL

Travel to annual conference of Food and Sanitary Inspection services. $ 50

D. O.E. 216 MAINT. & REPAIR AUTO EQUIPMENT (P)

Repairs to autos driven by inspection bureau. In accordance with estimate of Purchasing Department. $1200

E. O.E. 218 MAINT. & REPAIR OFFICE EQUIPMENT

Repairs to typewriters and other office equipment. $ 30

F. O.E. 240 TELEPHONE DIRECTORY SERVICE (P)

Telephone Directory Service for bureau to facilitate the location of owners and responsible parties. $102

The charge for this service is $8.50 a month at the present time.
It is necessary that we have the service for the full year.

G. 1.531.203.000

O.E. 203 USE OF EMPLOYEES' CARS Amount requested $7540

In the fiscal year 1959-1960 the employees were not fully compensated for mileage allowance because of lack of funds.

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1212
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,531,300.000
FISCAL YEAR 1961-1962 1,531,362.000
1,531,400.000

DEPARTMENT OF PUBLIC HEALTH Division CENTRAL OFFICE-FOOD & SANITARY INSPECTION Appropriation Number 4 of 4 Sheets Index Number 531

Line No.	Actual Expended 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 Authorized: Salary Grd. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	Changes Proposed in Authorized Positions: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison 1961-1962 Budget Cols. 8 and 9 (-) Decrease: Force	Amount	(2) Recommended by Office Head or Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
1														MATERIALS & SUPPLIES													
2	110				124					71	53	124	301	Tires & Tubes			124					124					
3	65				66					43	23	66	311	Lumber & Millwork			150	84			130		66				
4	5				25					25	5	30	317	Electrical Supplies			50	25			50		30				
5	1,200	0.311.400.311			1400					674	76	1400	321	Gasoline, Oil, Lubricants(1)			1540	140			1540		1,350				
6	7				13					7	1	13	331	Household & Institt. Supplies			13				13		13				
7	1,000				1400					900	500	1400	371	Stationary & Office Supplies			2000				2000		2,000				
8	3,000				3,000					1,000	1,000	2,000		TOTAL			3827	549			3857		3,583				
9	1193				1400					464	936	1400		ITEMS TRANSFERS TO PURCHASER			1540	140			1540		1,350				
10	1971				2,000					970	908	1878		TOTAL			2317	509			2317		2,233				
11																											
12														MATERIALS & MINOR EQUIPMENT													
13	50				50					25	25	50	302	Medical & Lab. Supplies	450		200				200		150				
14	50				50					25	25	50		TOTAL	450		200	200			200		150				
15	3,150				3,450					1,995	1,933	3,928		GRAND TOTAL-MATERIALS & SUPPLIES	450		4,027	749			4,057		3,733				
16	1193				1400					464	936	1400		ITEMS TRANSFERS TO PURCHASER	154		1540	140			1540		1,350				
17	1930				1870					970	908	1878		TOTAL	296		2487	609			2517		2,383				
18																											
19		0.311.400.311												EQUIPMENT (P)													
20	836				1200					1089		1089		Current & Prior Years				-1200									
21														REPLACEMENT													
22													402	Posture Chair	1		40	1			40		40				
23														NEW													
24														Posture Chair	1		40	1			40		0				
25													402	Desk	1		135	135			135		0				
26														Typewriter	1		0	0			0		0				
27	836				1200					1089		1089		TOTAL	2		175	-1065			175		40				
															2		175	-1065			175		40				
29														NEW													
30																											
31																											

			1959-1960 ACTUAL	BUDGET	1960-1961 ACTUAL	ESTIMABLE
1959-1960	402	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
1960-1961	456	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

A. 1.531.300.000 MATERIALS & SUPPLIES

O.E. 312 LUMBER & MILLWORK

For wooden stakes and frames for posting of signs. $130

B. O.E. 317 ELECTRICAL SUPPLIES

Flashlights and batteries for inspection. $ 50

C. O.E. 321 GASOLINE, OIL, LUBRICANTS (P)

Gasoline and oil for autos in this division no increase usage requested, but larger amount of funds to allow for price increase. $1540

D. O.E. 371 STATIONERY & OFFICE SUPPLIES

Printed forms and stationery for bureau $2000

The increase is due to rising printing costs and because many of the current forms must be revised to conform to changes in laws, and these changes must be passed on to the operators through our requirement sheets.

E. 1.531.3621.000 HOSPITAL & LAB SUPPLIES

Hospital and laboratory supplies used in inspections $250

The above classification covers thermometers used in inspections. It is necessary that there is a complete distribution to all personnel of -30° to 120°F. and 0 to 220°F. thermometers.

F. 1.111.400.511 FURNITURE

Replacements

1 Posture Chair for Stenographer -Clerk to replace broken chair. No equipment number. $ 40

G. NEW

If request for additional typist is approved, the following equipment will be needed:

1 typewriter	$205
1 desk	135
1 posture chair	40
	$380

EXPLANATION SHEET

INDEX NO. [illegible] - D.P. H. CENTRAL OFFICE - BUREAU OF MENTAL HYGIENE

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	15,731	15,641	16,093	21,016	23,653	25,915	24,966	27,864	28,654	30,040	32,856	33,695	40,102	47,181	54,686	58,996	61,949
Number of Employments	(8)	(8)	(8)	(9)	(9)	(9)	(9)	(9)	(9)	(9)	(9)	(9)	(9)	(10)	(10)	(13)	(13)
Temporary Salaries	-	-	-	-	979	1,489	-	-	-	107	-	707	-	-	-	-	-
Contractual Services	66	64	116	46	76	47	89	119	118	89	95	100	174	150	146	135	136
Material & Supplies	126	130	116	124	136	194	122	159	179	174	138	154	371	819	390	408	359
Equipment	-	-	-	310	313	-	125	145	-	-	37	54	-	548	380	741	-
TOTAL	15,923	15,835	16,325	21,496	25,147	27,645	24,602	28,280	28,945	30,410	33,126	34,510	40,647	48,198	55,549	53,878	62,446

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1216

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH
Bureau or Division: CENTRAL OFFICE-BUREAU OF MENTAL HYGIENE
Appropriation Number: 1.533
Sheet Number 1 of 3 Sheets
Index Number 533

Class Number or Code	Class Title or Description	Fiscal Year 1960-1961 Budget Ord. Sec. No. Number of Employees	Rate	Amount (Dollars Only)	Fiscal Year 1960-1961 Next Supplemental Appropriation Ord. No. Date	Number of Employees	Rate	Amount	Expenditures 1960-1961 Actual First 6 Months	Probable Last 6 Months	Probable for Year	(1) Departmental Budget Estimate for Fiscal Year 1961-1962 Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (+) Increase (-) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	2 Budget as Recommended by the Mayor Number of Employees	Rate	Amount	3 Budget as Adopted by Board of Supervisors Number of Employees	Rate	Amount
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	(11)																								
	81949	11		91957		11		-92710																	
	(11)																								
	81949	11		91957		11		92710																	
	130			145				-145																	
	140			400				400																	
	(11)																								
	82446	11		92502		11		92254																	

RECAPITULATION

110	Permanent Salaries			-13 -91957
	TOTAL PERSONAL SERVICES			-13 -91957
200	Contractual Services			-145
100	Material & Supplies			-400
	TOTAL			-13 -92502

THIS BUREAU TRANSFERRED TO INDEX 565

CITY AND COUNTY OF SAN FRANCISCO

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

CONTROLLER'S FORM No. 8TM

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL (MENTAL HYGIENE) — Appropriation Number: 1,533,200.000 / 1,533,300.000 — Sheet Number 3 of 3 Sheets — Index Number 533

Line	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	III DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 8 and 9 (-) Decrease: Force	Amount	2) Recommended by Office Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
	1	8	9	6	8	9	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1		0-1,533,200.000												CONTRACTUAL SERVICES														
2	79				75				-75				201	Travel Expense - Local Fares					-75									
3	19				30				-30				218	Maint. & Repair-Office Equip.					-30									
4	40				40	12/9/60			-40				235	Subscriptions					-40									
5	138				145	1/31/1659			-145					TOTAL					-145									
6																												
7														MATERIALS & SUPPLIES														
8	63				75				-75				331	Household & Instit. Supplies					-75									
9	296				325	12/9/60			-325				371	Stationery & Office Supplies					-325									
10	359				400	1/31/1659			-400					TOTAL					-400									
11																												
12																												
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THE HEALTH EDUCATION STAFF OF THE S.F. HEALTH DEPARTMENT - A COMPARISON

The Division of Public Health Education of the San Francisco Department of Public Health was established approximately fourteen years ago with a staff consisting of a chief, one other public health educator and one clerk-stenographer. As might be expected, during this fourteen year period there has been an inevitable and marked increase in demands for service from both the Department staff and the public. Nevertheless, no additional personnel have been approved for this Division despite repeated departmental requests.

The comparisons in tabular form were set up to compare San Francisco with other large and comparable health departments in California. The following notes of explanation may be pertinent:

1. A division of public health education serves in the dual role of providing services to (a) the public and (b) the health department staff. The size of the population and the size of the health department staff determine, therefore, the extent of the workload and the corresponding need for health education staff.

2. If these two criteria for determining the need for personnel in a division of public health education are given equal weight, an additional 5½ positions (or a total division staff of 8½) would be needed to raise San Francisco to the same level as the average ratio of the six health jurisdictions used in the comparisons.

3. When we consider that the figure 444 which is used for the total San Francisco Health Department staff does not include 2,387 personnel in our health department institutions, the comparison is even less favorable. The ratio of health education staff to health department staff would then be only 3 to 2,831 or 1 to 944!

4. It should be noted also that in regard to the school health program, the San Francisco Health Department provides school health services for the total school population; parochial schools as well as public schools. This is not true in San Jose, Berkeley, Oakland, San Diego, Los Angeles City or Los Angeles County.

5. In sparsely populated counties where the health department staff is at a minimum and no health educators are employed, health education services are also available by the State Department of Public Health. But of all local health departments in California which employ health education staff, as the size of the health department staff and the size of the population.

HEALTH EDUCATION STAFF OF THE SAN FRANCISCO HEALTH DEPARTMENT

- A COMPARISON WITH COMPARABLE JURISDICTIONS -

Health Department By County	Public Health Educators (A)	Specialists & Technicians (A)(B)	Clerks & Steno-graphers (A)	Total Staff Health Education Office	Ratio of Total Health Education Staff to Total Health Dept. Staff (C)	Ratio of Total Health Education Staff to Total Population Served by Health Department (D)
San Francisco (City & County)	2	-	1	3	3 to 444 or 1 to 148	3 to 730,000 or 1 to 243,000
Santa Clara (San Jose City & Santa Clara County Depts. Combined)	8	3	5	16	16 to 288 or 1 to 18	16 to 652,000 or 1 to 41,000
Contra Costa	4	-	2	6	6 to 147 or 1 to 25	6 to 408,000 or 1 to 68,000
San Diego (City and County)	5	2	3	10	10 to 269 or 1 to 27	10 to 1,050,000 or 1 to 105,000
Alameda (Berkeley City & Alameda County Departments Combined)	4½	1	2½	7½	7½ to 355 or 1 to 47	7½ to 886,000 or 1 to 118,000
Los Angeles	10	2	3	15	15 to 715 or 1 to 48	15 to 2,475,000 or 1 to 165,000
Los Angeles County (Excluding: L.A. City, Long Beach, Pasadena, Beverly Hills, Vernon)	8	3	3	14	14 to 903 or 1 to 61	14 to 1,147,000 or 1 to 82,000

(A) California State Department of Public Health, Bureau of Health Education, October 1960.
(B) Includes: Librarians, Public Information Specialists, Graphic Artists, Educational Technicians, Stenographers.
(C) U. S. Public Health Service Report, Form 917, as of January 1, 1960.
(D) California State Department of Finance provisional estimate - July 1, 1960.

Prepared By: Division of Public Health Education, San Francisco Department of Public Health December, 1960

INDEX NO.537 D.P.H. CENTRAL OFFICE-PUBLIC HEALTH EDUCATION

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	8,285	12,874	14,345	14,685	15,518	16,819	17,925	17,673	19,610	20,633
Number of Employments	(2)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)
Temporary Salaries	-	-	90	86	60	100	132	-	134	-
Contractual Services	49	239	346	273	302	328	166	165	206	217
Health Education Material	2,026	3,000	2,696	2,108	2,234	2,264	2,104	2,117	2,086	2,009
Stationery & Office Supplies	139	397	-	63	181	-	-	-	-	-
Other Materials & Supplies	629	51	34	752	431	209	668	387	620	606
Equipment	42	93	727	-	531	-	673	-	-	440
TOTAL	11,170	16,654	18,238	17,967	19,260	19,720	21,668	20,342	22,614	23,905

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1961
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Dept. Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-PUBLIC HEALTH EDUCATION — Appropriation Number: 1,537,110 - 60. — Sheet Number 1 of 4 Sheets

	Actual Expenditures Fiscal Year (Dollars Only)	Budget Fiscal Year: Salary Grid No. / Item No.	Number of Employees	Rate	Amount (Dollars Only)	Estimated Expenditures Fiscal Year: Date	Number of Employees	Rate	Amount	Proposed Fiscal Year: First 6 Months	Proposed Fiscal Year: Last 6 Months	Proposed Fiscal Year: For Year	Number or Code	Class Title or Description	Type of Pos.	Rate	Amount (Dollars Only)	Budget Fiscal Year: Number of Employees	Budget Fiscal Year: Amount	Recommended by Office Dept. of Personnel: Number of Employees	Recommended by Office Dept. of Personnel: Rate	Recommended by Office Dept. of Personnel: Amount (Dollars Only)	(1) DEPARTMENT RECOMMENDATION: Number of Employees	(1) DEPARTMENT RECOMMENDATION: Amount	(2) BUDGET AS Allowed by Board of Supervisors: Number of Employees	(2) BUDGET AS Allowed by Board of Supervisors: Rate	(2) BUDGET AS Allowed by Board of Supervisors: Amount	Increase or Decrease Over Budget Year	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1														HEALTH EDUCATION															1
2	(3) 20633		3		22068				-303	10642	11123	21765	110	Permanent Salaries	S		33277	2	11130	4		26599	5							2
3	(1) -				-								120	Temporary Salaries			170		170			170			0					3
4	20633		3		22068				-303	10642	11123	21765		Total Personal Services	S		33447	2	11300	4		26769	5							4
5	217				235					56	179	235	200	Contractual Services			2103		1868			2056			210					5
6	2615				2905					1503	1397	2905	300	Materials & Supplies			1042		777			1042								6
7	(3) -				-					-	-	-																		7
8	(3) 23905		3		25208				-303	12206	12699	36905		Total	S		41140	2	13953	4		31811	5							8
9														Less Transfer to Purchaser																9
10	440				-									Equipment			2508		2508			1104			1,402					10
11	(3) 5		3																											11
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CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1222

Department DEPARTMENT OF PUBLIC HEALTH — Name of Unit CITY-WIDE PUBLIC HEALTH EDUCATION — Appropriation Number 1.537.110.000 — Sheet Number 2 of 4 Sheets — Index Number 537

Line No.	Active Expenditures 1960-1961 Number of Employees	Budget 1960-1961 Number of Employees	Budget 1960-1961 Rate	Budget 1960-1961 Amount	Added Supplemental Appropriations 1960-1961 Date	Added Supplemental Appropriations 1960-1961 Number of Employees	Added Supplemental Appropriations 1960-1961 Rate	Added Supplemental Appropriations 1960-1961 Amount	Expenditures 1960-61 Actual for 6 Months	Expenditures 1960-61 Probable next 6 Months	Expenditures 1960-61 Probable for Year	(1) Class Number or Code	(1) Class Title or Description	(1) Number of Employees	(1) Rate	(1) Amount	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Amount	Recommended by Office Board Commission or Department Number of Employees	Recommended by Office Board Commission or Department Rate	Recommended by Office Board Commission or Department Amount	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Note	Line No.
1	Number of Employees 1960-1961				2/11/61 Ord.			-103					PUBLIC HEALTH EDUCATION																1
2	1		1	415								H512	General Clerk-Typist	1	341-415	4279		-701	1	341-415	4279	1	358-436	4,552					2
3	1		1	704								L19	Chief, Div. of P. H. Education	1	628-704	9168			1	628-704	9168	1	628-764	9,168					3
4	1	1	1	660								L20	Public Health Educator	1	543-660	7920			1	543-660	7920	1	556-676	8,112					4
5												L20	Public Health Educator (NEW)	1	543-660	6678	1	-6678	0		0								5
6													Health Education Assistant (NEW)	1	425-518	5232	1	-5232	1	425-518	5232	0		0					6
7	[7] 106.11	1		Total				-103	1642	1113	2765		Total	5		33277	2	-11209	4		26599	3		21,832					7
8																													8
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A. Annual salary increment.

B. Deleted by Chief Administrative Officer.

C. Health Education Assistant (NEW) 425/518 Suggested salary

The function of a health education assistant is to relieve the professional health education staff from sub-professional duties which cannot be delegated to the clerk-typist. [illegible] health education assistant position would permit the professional staff to do a more [illegible] activities. At the present time approximately 50% of the public health [illegible] the Chief's time is being used in work which could be performed by a less highly trained and less expensive person, working under their supervision. This work is largely in the selection, procurement and distribution of printed health educational materials and audio-visual aids. Some of the tasks which an assistant would perform under the direction of the Chief, Division of Public Health Education are:

1. Advise staff, general public, schools and organizations as to the availability of health educational materials.
2. Compose letters requesting health education materials.
3. Maintain general reference file of public health source materials.
4. Maintain Department's film loan library used by various departments, staff, community groups, and interested individuals.
5. Maintain audio-visual equipment (projectors, film servicing equipment, public address system, transcription player, etc.) and secure necessary repairs.
6. Operate the audio-visual equipment and demonstrate to Department staff the proper use of the equipment.
7. Provide information on audio-visual aids, and their availability from other sources outside the department.
8. Arrange film programs such as previews for Department personnel.
9. Assemble, produce and distribute the Department's catalog of health films.
10. Maintain index of films; prepare related reports of film use activity.
11. Be responsible for the maintenance of the stockroom of pamphlets and posters and the distribution of requested materials to Department staff and to community groups and interested individuals.
12. Develop pamphlet catalog for distribution.
13. Be responsible for necessary records regarding printed educational materials.

The establishment of a health education assistant to perform the above duties would free the public health educators of nearly 40 hours per week which [illegible] as [illegible] they have been trained in meeting departmental and community needs in health education.

CONTROLLER'S FORM No. 6240

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,537,120.000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,537,200.000
FISCAL YEAR 1961-1962 1,537,300.000
Appropriation Number 1,537,400.000

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division CENTRAL OFFICE-PUBLIC HEALTH EDUCATION Sheet Number 3 of 4 Sheets Index Number 537

Line	FISCAL YEAR 1960-1961 Actual Expenditures (Dollars Only)	Budget Number of Employees	Budget Rate	Budget Amount (Dollars Only)	Appropriations Adjustments Number of Employees	Appropriations Adjustments Rate	Appropriations Adjustments Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual 6 Months	Probable Last 6 Months	Probable For Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (+) Increase (-) Decrease Force	Amount	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
1												[illegible]											
2	-			-				-	-	-	120	Temporary Salaries			170		170			0			
3								-	-	-		Total			170		170			0			
4																							
5												CONTRACTUAL SERVICES											
6	67		45					2	43	45	201	Travel Expense-Local Fares			113	68	68			45			5
7	28		25						25	25	210	Maint. & Repair-Office Equip.			25		25			25			
8	102		125					17	113	125	211	Maint. & Repair- ther Equip.			125		125			100			
9			-								234	Printing			1800	1100	1800			0			9
10	40		40					2	18	40	235	Subscriptions			40		40			40			
11	217		15					56	179	32		Total			2103	1868	2058			210			
12																							
13		1,537,400.000										[illegible]											
14	23		15					8	17	25	331	Household & Institl. Supplies			25		25			25			
15	2069		2100					1315	785	2100	371	Health Education Supplies			2100		2100			2,100			
16	137		150					70	74	150	371	Stationery & Office Supplies			150		150			150			
17	170		630					139	561	630	372	Photographic Supplies			807	177	807			630			9
18	2615		2905					1564	1377	2905		Total			3082	177	3082			2,905			
19																							
20		1,537,400.537										BUDGET (1)											
21	940		-									Current & Prior Years											
22												EQUIPMENT											
23											402	Metal Files			110		110			110			1
24											412	Typewriter			205		205			205			2
25											410	Motion Picture Projector & Screen			542		542			542			3
26												ADD											
27											402	Desk, Executive			118		118			0			4
28											402	Chair, Swivel			31		31			0			5
29											402	Desk, Typist			155		155			0			6
30											402	Chair, Typist			42		42			0			7
31											411	Typewriter			205		205			0			8
32											411	Tape Recorder			240		240			240			9
33											412	Cigarette			310	31	310			250			10
34											410	Camera Film				30							
35												[illegible]								60			11

A. 1.537.120 TEMPORARY SALARIES

Needed for the one clerical position (B-512) to maintain service to the public in distribution of printed materials and operation of film library.

Two weeks vacation relief for B512 General Clerk-Typist

No other clerical help in division $85.00 x 2 weeks $170.00

B. 1.537.200.000 CONTRACTUAL SERVICES
O.E. 301 TRAVEL EXPENSE - LOCAL FARE

Travel experience for bureau in accordance with experience plus new employments - $45.00 plus $13.00 $ 68.00

C. O.E. 234 PRINTING

Estimated cost of printing annual report, by printing company $1,800.00

D. 1.537.300.000 MATERIALS AND SUPPLIES
O.E. 372 EDUCATIONAL SUPPLIES

Health education motion pictures - experience permits the purchase of about six films a year which is insufficient to cover both the purchase of new films and replacement of worn-out films. $807.00

Experience $630.00
Additional 177.00
$807.00

1.311.40-.547 Equipment

E. O.E. 402 Metal Files, 4 Drawer, Standard. Replacement of wooden files, Equipment No. 50-2082. No salvage value. $110.00

Metal Files, 4 Drawer Standard. Present [illegible] II wooden files are open on the sides allowing dirt and dust to get in files. Drawers are difficult to operate and frequently get jammed.

F. O.E. 412 Typewriter, 18" carriage, Replacement of Serial No. J1369454 Remington (Equipment No. 50-2029) purchased in 1948. Estimated scrap value - $10.00. $205.00

Typewriter, 18" carriage. Present typewriter used constantly for 13 years and in poor condition. Requires frequent servicing. Continued complaints by all five typists using it during last 2½ years.

G. O.E. 416 Motion Picture Projector and Screen, Replacement of Victor "LiteWeight" Model #55 Serial No. 26420-8379 purchased in 1949 (Equipment No. 50-2075). Estimated scrap value $25.00.
[illegible] portable, radiant screen purchased in 1946 (Equipment [illegible] salvage value. $342.00

Motion Picture Projector and Screen. Present projector 12 years old and getting worn. Will require increasing amount of servicing. Replacement projector needs to be of durable construction to stand up under transportation and heavy use. Present glass-beaded screen with collapsible tripod legs worn from constant use since 1946.

H. Deleted by Chief Administrative Officer.

I. For new position Health Education Assistant.

J. Tape Recorder. To be used at personnel hearings and condemnation hearings - will save expense of employing a court reporter for each hearing. To be used in assisting professional staff to improve interviewing and counseling techniques. Also for record of meetings, conferences and discussions. $240.00

K. Dictating Equipment (Dictaphone). With one clerk-typist position [illegible] there is no one to take dictation from the professional health educators. $310.00

L. Reference books on education and public health. $ 60.00

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1226

DEPARTMENT OF PUBLIC HEALTH — CENTRAL OFFICE-PUBLIC HEALTH EDUCATION — 1.537.400.000 — Sheet Number 4 of 4 Sheets — Index Number 537

Item No.	Actual Expenditures 1960-1961 (Duplicate)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(3) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (—) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
1		0.311.400.537												EQUIPMENT (P) con't.												
2													4.00	Visual Aid Easel			55		55			55			0		
3													4.01	Exhibit, portable (2)			345		345			0					
4	440				-									Total			2508		2508			1924			1,402		
15	440				-									Less to Purchaser			2508		2508			1924			1,402		
6														Net Total													
7																											
8																											
9																											
10																											
11																											
12																											
13																											
14																											
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34																											
35																											

BUDGET ESTIMATE INDEX NO. 537 OPPOSITE SHEET NO. 6 EXPLANATION SHEET Page 4 of 1337

FISCAL YEAR	O.E.	DESCRIPTION	1959-1960 ACTUAL EXPENDITURES	BUDGET ALLOWANCES	1960-1961 ACTUAL EXPENDITURES	PROBABLE EXPENDITURES
1959-1960	416	Motion Picture Projector	$ 384.			
	494	Projection Screen	56.			
		TOTAL	$ 440.	-		

M. Visual Aid Easel. For Health Department staff to use in making educational presentations. Adapted for use as a flip-chart, chalk board or flannel board. $ 55.00

N. Deleted by Chief Administrative Officer.

Health Centers

The operation of the preventive health services is decentralized and operates through nine district health centers. The staff in each health center consists of a district medical officer, who is in charge of the program and administration of the health center; a supervising public health nurse, who supervises from 12 to 15 staff public health nurses; a full time clerk, a full time porter, part time, part time dentist; dental hygienist; and a part time mental health staff.

In addition to serving as an administrative office for a specific area in San Francisco, certain direct services are offered within the health center. These include child health conferences, immunization centers, classes for expectant parents, dental care, mental hygiene services, and various group discussions. At the present time the population served by each health center varies from 80,000 to 120,000 people. The future plan for health centers includes adding one new health center building a year until about five City owned health centers have been constructed. The number of health centers would then be decreased from nine to five, and [illegible] center which has been approved for State and Federal matching funds, is the Eureka Noe Health Center.

One of the major administrative needsfor the health centers is a thorough review of the budget. At the present time most of the personnel, equipment and supply items for the health centers are in the public health nursing budget. The medical officer and the part time physicians are in the Bureau of Maternal and Child Health budget. Administratively the health centers are under the direction of the Director of the Bureau of Maternal and Child Health at the present time, but will in the future be under the direction of the Assistant Director of Public Health. In order to differentiate these items in the public health nursing budget which pertain to health centers, the words "health centers" have been put in parenthesis after Public Health Nursing on each page.

For the purposes of this budget the following definitions of priorities have been used.

1. Very essential. Dangerous to use present equipment. This priority is used only for replacements and not for new equipment.

2. Essential if present programs are to continue as is with no additional personnel.

3. Necessary to improve efficiency of present programs or to expand programs.

4. Required but deferrable.

BUDGET ESTIMATE INDEX NO. 1.539 OPPOSITE SHEET NO. 1 · EXPLANATION SHEET 1230

BUREAU OF PUBLIC HEALTH NURSING

	7/1/59 - 6/30/60			7/1/60 - 12/31/60			1/1/61 - 6/30/61			7/1/60 - 6/30/61			7/1/61 - 6/30/61		
	Cost	Visit	Cost Per Visit	Cost	Visit	Cost Per Visit	Cost	Visit	Cost Per Visit	Cost	Visit	Cost Per Visit	Cost	Visit	Cost Per Visit
Visiting Nurse Association	$ 23463	5318	$4.41	$ 13291	3004	$4.42	$ 11000	3060	$3.59	$ 24291	6064	$4.01	$ 27000	6120	$4.41
School Health	504109	21756	23.17	265529	10348	25.66	276782	10400	26.61	542311	20748	26.14	559905	21748	25.75
Health Centers															
Maternity	138570	24912	5.56	71029	15040	4.72	74200	15800	4.70	145229	30840	4.71	149615	30900	4.84
Infant Health	138278	14892	9.29	70877	7220	9.82	74058	7300	10.14	144935	14520	9.98	149298	14600	10.23
Pre-school	129287	12900	10.02	66261	6500	10.19	69233	6700	10.33	135494	13200	10.26	139597	13300	10.50
Adult Health	49783	9000	5.53	25521	4500	5.67	26676	4560	5.85	52197	9060	5.76	53756	9100	5.91
Morbidity	12679	2136	5.94	6508	1098	5.93	6813	1100	6.19	13321	2198	6.06	13721	2200	6.24
Cancer	662	24	27.58	340	78	4.36	356	78	4.56	696	156	4.46	717	100	7.17
[illegible]	2[illegible]	[illegible]4	29.76	1264	32	39.50	1288	40	32.20	2552	72	35.44	2668	75	35.57
[illegible]	$997111	91002	$10.[illegible]	$[illegible]623	47820	$[illegible].39	$540406	49038	$11.02	$1061026	96858	$10.95	$1096277	98143	$11.17

EXPLANATION SHEET

1231

INDEX NO. 519 MMM - D.P.H. CENTRAL OFFICE - PUBLIC HEALTH NURSING

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries			221,250	299,558	358,900	411,162	436,846	461,279	501,388	[illegible]	598,685	[illegible]	[illegible]	778,918	836,552	[illegible]	885,204
Number of Employments			(96)	(103)	(107)	(125)	(130)	(134)	(130)	(132)	(131)	(131)	(131)	(149)	(149)	(149)	(148)
Temporary Salaries			212	158	279	203	267	304	458	646	1,196	1,[illegible]	1,[illegible]	1,121	2,988	[illegible]	2,314
Local Fares			1,059	1,797	1,689	1,855	766	1,410	1,193	[illegible]	2,116	[illegible]	[illegible]	2,870	6,985	[illegible]	5,700
Allowance for the Use of Employees'Cars			7,589	7,143	6,372	10,119	7,027	8,[illegible]16	8,480	7,[illegible]00	8,119	[illegible]	[illegible]	-	-		-
Maintenance & Repair of Buildings			-	-	1,577	87	6,[illegible]96	1,[illegible]47	963	2,[illegible]71	-	-		1,[illegible]09	760	[illegible]	163
Maintenance & Repair of Auto. Equipment			791	868	975	906	775	980	727	1,[illegible]24	1,[illegible]17	[illegible]	[illegible]	1,[illegible]62	1,253	1,[illegible]41	1,370
Heat, Light & Power			305	321	338	430	[illegible]28	108	918	[illegible]16	859	1,[illegible]31	[illegible]	11,[illegible]06	25,359	[illegible],300	23,163
Other Prof. & Special Services			1,308	1,723	1,721	7,276	10,[illegible]81	13,623	13,[illegible]37	16,[illegible]24	12,[illegible]79	17,[illegible]88	[illegible]	1,[illegible]30	1,344	1,[illegible]38	1,136
Other Contractual Services			1,082	1,137	[illegible]05	1,975	[illegible]11	1,[illegible]96	1,[illegible]50	1,[illegible]35	2,[illegible]61	1,[illegible]02	[illegible]	[illegible]61	[illegible]31	[illegible]16	360
Fuels, Illuminants & Lubricants			155	172	145	331	[illegible]81	[illegible]65	[illegible]67	[illegible]18	[illegible]07	[illegible]31	[illegible]	[illegible]68	592	[illegible]70	[illegible]70
Drugs, Chemicals, Gases			2,209	1,[illegible]54	1,[illegible]05	2,178	2,[illegible]96	2,[illegible]96	2,[illegible]33	1,[illegible]76	1,[illegible]61	[illegible]	[illegible]	1,[illegible]57	1,908	[illegible],[illegible]30	2,043
Hospital & Laboratory Supplies			161	1,[illegible]14	1,[illegible]71	1,[illegible]70	1,[illegible]52	1,[illegible]80	1,[illegible]81	1,[illegible]62	1,[illegible]89	[illegible],[illegible]11	[illegible],[illegible]61	[illegible],[illegible]19	5,[illegible]68	1,[illegible]15	1,102
Stationery & Office Supplies			1,[illegible]28	1,[illegible]61	2,[illegible]28	2,[illegible]55	2,[illegible]18	1,[illegible]33	2,[illegible]79	[illegible],[illegible]92	2,[illegible]89	[illegible],[illegible]11	1,[illegible]20	2,[illegible]79	2,[illegible]85	1,[illegible]02	1,501
Foodstuffs			19,[illegible]96	[illegible],[illegible]56	[illegible],[illegible]23	31,[illegible]93	[illegible],[illegible]24	[illegible],[illegible]89	26,[illegible]96	31,[illegible]51	18,[illegible]30	[illegible],[illegible]51	1,[illegible]97	1,[illegible]38	-	-	
Photographic Supplies - X-ray Film			1,[illegible]81	1,[illegible]66	1,[illegible]24	1,[illegible]51	[illegible]76	1,[illegible]28	1,[illegible]25	2,[illegible]30	2,[illegible]19	[illegible],[illegible]51	[illegible],[illegible]77	1,[illegible]94	2,178	[illegible],[illegible]49	1,801
Other Materials & Supplies			[illegible]85	1,[illegible]51	1,[illegible]38	[illegible]94	1,[illegible]11	1,[illegible]41	1,[illegible]76	1,[illegible]77	1,[illegible]91	[illegible],[illegible]77	[illegible],[illegible]77	1,[illegible]65	6,[illegible]23	[illegible],[illegible]91	951
Equipment			1,[illegible]77	6,[illegible]27	[illegible],[illegible]39	[illegible],[illegible]17	[illegible],[illegible]28	1,[illegible]68	2,[illegible]96	[illegible]80	5,[illegible]34	[illegible]64	[illegible]41	8,[illegible]80	8,[illegible]80	[illegible],[illegible]80	[illegible],[illegible]25
Fixed Charges			1,[illegible]50	1,[illegible]50	5,[illegible]90	2,[illegible]90	[illegible]2,[illegible]08	5,[illegible]85	[illegible],[illegible]80	[illegible],[illegible]00	[illegible],[illegible]00	[illegible],[illegible]15	[illegible],[illegible]15	-	-	-	-
Services of Other Departments			1,[illegible]58	[illegible],[illegible]08	-	[illegible],[illegible]60	-	-	-	-	-	-	-	[illegible],[illegible]96	-	-	-
Improvements			-	-	-	-	-	[illegible]85	-	-	-	-	-	-	-	-	-
TOTAL			[illegible]94,134	[illegible]39,[illegible]61	[illegible]61,[illegible]76	[illegible]82,[illegible]71	[illegible]25,[illegible]15	[illegible]35,[illegible]91	[illegible]71,[illegible]21	[illegible]62,[illegible]13	[illegible]67,[illegible]76	[illegible]81,[illegible]27	[illegible]77,[illegible]21	846,031	[illegible]05,[illegible]63	[illegible]39,[illegible]73	[illegible]65,603

CONTROLLER'S FORM No. 4200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1232

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-PUBLIC HEALTH NURSING — Appropriation Number 1.539 — Sheet Number 1 of 6 Sheets — Index Number 539

	Actual Expenditures 1960-1961 (Dollars Only)	Fiscal Year 1960-1961 Budget Sec. No.	Fiscal Year 1960-1961 Budget Class No.	Fiscal Year 1960-1961 Budget Number of Employees	Fiscal Year 1960-1961 Budget Rate	Fiscal Year 1960-1961 Budget Amount (Dollars Only)	Supplemental Appropriations Date	Supplemental Appropriations Number of Employees	Supplemental Appropriations Rate	Supplemental Appropriations Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months	Expenditures 1960-1961 Probable Last 6 Months	Expenditures 1960-1961 Probable for Year (Dollars Only)	(1) Class Number or Code	(1) Departmental Budget Estimate for Fiscal Year 1961-1962 Class Title or Description	(1) Number of Employees	(1) Rate	(1) Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Col. 1 and 5 (-) Decrease Force	Comparison of Request With 1960-1961 Budget Col. 1 and 5 (-) Decrease Amount	(2) Recommended by Office Board Commission or Department Number of Employees	(2) Recommended by Office Board Commission or Department Rate	(2) Recommended by Office Board Commission or Department Amount	(3) BUDGET as Recommended by the Mayor Number of Employees	(3) BUDGET as Recommended by the Mayor Rate	(3) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board Number of Employees	(3) BUDGET as Adopted by Board Rate	(3) BUDGET as Adopted by Board Amount
1															RECAPITULATION														
2	(1140) 903404 (1141)		150		997193				-13400	483993	502701	983694	110	Permanent Salaries	156		1028690	6	31497	154	1014218	152		1,025,762					
3	903404		150		997193				13499	483993	502701	983694		Total Personal Services	156		1028690	6	31497	154	1014218			1,025,762					
4	29046				30821					15796	15107	30903	200	Contractual Services			34566		3745		34156			33,281					
5	8700				9500					4873	4627	9500	203	Use of Employees' Cars			11820		2320		11500			11,500					
6	6263				5835					3681	2154	5835	300	Materials & Supplies			6890		1055		6880			6,300					
7	890				700					183	517	700	361	Drugs, Chemicals, & Gases			1200		500		920			920					
8	2043				2200					880	1320	2200	362	Hospital & Lab. Supplies			2800		600		2800			2,600					
9	3581				12982				-9600	1793	1589	3382	359	Misc. Foodstuffs			12982				12982			12,982					
10	951				3898					1103	685	1788	400	Equipment			5371		1473		5240			3,601					
11	8925				8880					4590	4590	9180	800	Fixed Charges			9440		560		9440			9,440					
12	(1140) 965603		150		1072009				23099	515892	533290	1049182		TOTAL	156		1113759	6	41750	154	1098136	152		1,106,886					
13														less Transfers to Purchaser															
14	1619				1582					565	1017	1582		Contractual Services			1718		136		1718			1,643					
15	801				930					330	600	930		Materials & Supplies			930				930			850					
16	951				3898					1103	685	1788		Equipment			5371		1473		5240			3,601					
17	3371				6410					1998	2302	6300		Total Transfers to Purchaser			8019		1609		7888			6,094					
18	1170				1400					647	883	1482		Transfer: Light, Heat, Power			1530		130		1530			1,530					
19	8925				8880					4590	4590	9180		Transfer to Real Estate Dept.			9440		560		9440			9,440					
20	13466				16690					9235	7727	16962		Total Transfers			18989		2299		18858			17,064					
21	(1140) 951937		150		1055319				-23099	506657	525561	1032220		NET TOTAL	156		1094770	6	39451	154	1079278	152		1,089,822					.0
22																													
23																													
24																													
25																													
26																													
27														From Interdepartmental Receipts															
28														San Francisco Unified School															
29	13080				13080									District. Services of (2)															
30														Public Health Nurses			14016		936		14016			14,016					
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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1955

1,539,110,000

1,539,110,000

	Number of Employees 1959-1960																				
1																					
2	14		74	14	425	70302														A	
3	1		74.1	1	415	4196														A	
4																					
5	7		74.1	7	333	45916														A	
6	104		74.3	110	584	750101														A	
7																				C	
8	13		75	13	793	97108														A	
9	1		75.1	1	748	8736														D	
10																					
11	1		76	1	840	9384														A	
12	1		77	1	884	1,028															
13	(148) 905.04			150		997273															
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2	8408	General Clerk-Stenographer	14	425	69232			14	425	69232	14	425	70,308							A	
3	8412	General Clerk-Typist	3	415	14365			3	415	14365	3	415	15,012							A	
4	8512	General Clerk-Typist (Maw)	1	415	4196	1	4196	1	415	4196	0		0							B	
5	1204	Porter	7	333	45916			7	333	45916	7	333	47,040							A	
6		Public Health Nurse	110	584	750101			110	584	750101	110	584	765,504							A	
7		Public Health Nurse (New)	1	584	13868	1	13868	1	584	13868	1	584	14,616							C	
8	1934	Supervisor P.H.Nursing	13	793	107328			13	793	107328	13	793	107,328							A	
9		Assistant Director P.H.	1					1			1		9,180							D	
10	1937	Asst.Director P.H.Nursing(New)	1	782	8550	1	8550														
11		Asst.Director of P.H.Nursing	1	782	9384			1	782	9384	1	782	9,384							A	
12	1938	Director of P.H.Nursing	1	884	9732			1	884	9732	1	884	1,028								
13													1,019,760								
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A. Annual Salary Adjustment

B. 1 B62 General Clerk Typist to be assigned as follows:

1 - Half time clerical worker for Alemany Health Center. The clerical and telephone demands are so heavy in Alemany Health Center that staff nursing and nurse supervisory time must be given to assist on these duties daily. Over 12,000 children attended the child health conference and immunization center there last year. This amounts to approximately 19 percent of the Health Department child health conference work. The clerical duties attached to the conference work includes daily filing and culling of records and making appointments for the children. As of September 1960, Alemany carried 1,503 active family folders. Numerous narrative recordings, clinic data and medical reports are posted in these records. 23,173 children attend the schools carried by this Center. The large volume of clerical work connected with maintaining school health records is at present done by professional personnel. A careful tally of incoming telephone calls shows an average of 80 calls per day. With all the other clerical tasks it is necessary to have a professional person to answer incoming telephone calls and do miscellaneous filing duties, in addition to child health conference work. All of the above related duties could be performed by a clerk-typist, freeing the professional staff to give the nursing services required in this area.

1 Half time clerical worker for Mission Health Center. At present nursing time is being spent in doing much of the clerical work. The following functions could be performed by a clerk: Registering and preparing daily statistical reports in the child health conferences; making new school health records and recording physical examination reports; Eye and Ear Center reports; x-ray and tuberculin test results and immunizations on health records in the schools; sending out consent slips and positive tuberculin test x-ray referrals; transcribing cellphone recordings of home visits on family folders for nurses; recording clinic reports on family folders. These duties cannot be performed by the present clerk as she already has a full assignment.

. . 1 Public Health Nurse at Westside Health Center. The caseload is continuing to rise in this low income area, with families needing intensive nursing service. Although there is urban renewal, overcrowding is great and the illegitimate birth rate is high.

In Mission District alone, there has been an increase of 45% in the prenatal caseload. With the higher rate of unemployment, more intensive public health nursing service is needed by families.

1 Public Health Nurse who can replace a nurse on sick leave with pay. Usually there is more than one nurse on extended sick leave with pay. This means that other nurses must "Double Up". When each nurse is already working to capacity, this creates a big backlog of work.

In the calendar year 1960, there were 40 different public health nurses off duty on sick leave with pay, each one being off duty 10 days or more during the year. These totaled 766 days.

Another 40 public health nurses were off duty on sick leave with pay, but were off 9 days or less, per each nurse, during the year. The number of days for them totaled 110.

One public health nurse was off 31 days continuously with pay, and 3 other public health nurses were off 40 days each on sick leave with pay -- each one because of surgery or serious illness.

D. Deleted by CAO.

CONTROLLER'S FORM No. 4200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1255

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division CENTRAL OFFICE-PUBLIC HEALTH NURSING Appropriation Number 1,539,200,000 1,539,203,000

Line Number	Actual Expenditures 1958-1960 Object & Sub-Object	FISCAL YEAR 1960-1961 BUDGET Class & Item No.	Number of Employees	Rate	Amount	SUPPLEMENTAL APPROPRIATIONS & ADJUSTMENTS Date	Number of the Ordinance	Pers	Amount	Estimated 1960-1961			Object & Sub-Object Number	Object & Sub-Object Classification	Position Number	Pers	Amount								Line Number
	1	2	3	4	5	6	7	8	9	10	11	12													
1		0.539.200.000												Personal Services											1
2	2314			3140						11[illegible]	[illegible]	3[illegible]	1	[illegible]				3,200						A	2
3	61			100							1[illegible]	1[illegible]	2[illegible]	Travel Expense-Non Local				100							3
4	703	0.312.210.539		725						1[illegible]	[illegible]	7[illegible]	21[illegible]	Maint. & Repair-Auto Equip.				700							4
5	46			50						[illegible]	[illegible]	[illegible]	213	Maint. & Repair-Office Equip.				50							5
6	113			150						133	67	1[illegible]	21[illegible]	Maint. & Repair-Other Equip.				150							6
7	1370	0.715.231.539		1400						9[illegible]	3[illegible]	1[illegible]	[illegible]	[illegible]				1,550							7
8	18			18							1[illegible]	1[illegible]	225	Subscriptions				18							8
9	850	0.311.237.539		957						6[illegible]	9[illegible]	[illegible]	2[illegible]	Conveyance Service (F)				945							9
10	23403	0.539.200.001		24291						13[illegible]	11[illegible]	2[illegible]	[illegible]	[illegible]				27,000							10
11	42			60						33	27	[illegible]	[illegible]	[illegible]				60							11
12	29040			30321						12736	12[illegible]	[illegible]		TOTAL				33,701							12
13	1019			1[illegible]						[illegible]	1[illegible]	1[illegible]	[illegible]	[illegible]				1,[illegible]							13
14	1370			1[illegible]						[illegible]	[illegible]	1[illegible]	[illegible]	[illegible]				1,[illegible]							14
15	2939			2932						1[illegible]	1[illegible]	2[illegible]	[illegible]	[illegible]				3,173							15
16	26057			27[illegible]						1[illegible]	1[illegible]	[illegible]	[illegible]	[illegible]				[illegible]							16
17																									17
18		0.539.203.000												Supplemental Appropriations											18
19	8700			9500						[illegible]	[illegible]	[illegible]	[illegible]	[illegible]				11,[illegible]							19
20	8700			9[illegible]						[illegible]	[illegible]	[illegible]	[illegible]	[illegible]				11,[illegible]							20
21																									21
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27										• Request for Supplemental Appropriation Pending.															27
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A. To provide additional funds for carfare for new employments requested herein.

B. Travel for Director of Public Health Nursing to Asilomar for the Annual Meeting of Public Health Nursing Administration. $ 50.00

Travel for Assistant Director and Educational Director of Public Health Nursing to Asilomar for the Annual Conference of the Board of Nurse Examiners. Exact date and other details have not been announced at time of budget preparation. 100.00

$150.00

Educational Director deleted by C.A.O. -50.00

$100.00

C. In accordance with prior year's experience.

D. In accordance with letter from P.U.C. 12/29/60.

E. In accordance with letter from Purchaser 12/29/60.

F. Increase requested for Visiting Nurse Association services based on experience plus the fact that in the winter months there is a higher rate of illness. In the month of August 1960, [illegible] was necessary for payments. These requests are screened carefully and only visits to very needy people are approved. Many of these patients would be charges of the City institutions if they did not receive Visiting Nurse Association service.

G. O.E. 203 Use of Employees' Cars $27,000

Based on experience and the increased number of home visits which will be necessary. $11,500

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL REQUEST ESTIMATE OF ITEMS NEED EXPENDED
(2) BUDGET AS REVISED AND APPROVED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,539,100,000

| | | |

EXPLANATION SHEET

A. Increase deleted by C.A.O.

B. Increase requested due to price increase in cleaning supplies.

C. Printed forms and stationary for nursing bureau in accordance with experience and increased program needs in Maternal and Child Health.

D. Drugs and chemicals used in health centers for sterilization of needles and equipment, in accordance with experience and increase in program. $4,500.

An increase in this item is needed in order to provide the health centers with materials to go along with the work and in case in number of immunizations given at child health conferences and immunization centers throughout the City. (See statistics in Bureau of Maternal and Child Health budget.) $ 920.

E. Hospital and laboratory supplies for use in health centers such as needles, syringes, needle wiels, etc. used in Child Health Conferences, Immunization Centers, etc. In accordance with experience and increase in program.

An increase in this item is needed in order to provide the health centers with materials to go along with the work and increase in number of immunizations given at child health conferences and immunization centers throughout the City. (See statistics in Bureau of Maternal and Child Health budget.) $2,800.

F. Based on experience.

Food for Health Schools	$1,382.
Milk purchased by Schools	2,600
Amount Required	

$12,982.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH

| Actual Expenditures 1959-1960 (Over or Under) | Budget | | | | Recommended Increase or Decrease | | | | Actual Expenditures 1960-1961 (Over or Under) | Estimated Expenditures 1960-1961 | Estimated Expenditures 1960-1961 | | | |

BUDGET ESTIMATE INDEX NO. 539 OPPOSITE SHEET NO. 5

EXPLANATION SHEET

1240

Fiscal Year	G/L	Description	1959-1960 Actual Expenditures	Budget Allowance	1960-1961 Actual Expenditures	Probable Expenditures
1959-1960	402	Typewriter Stands	$ 35.00			
	404	Screens	29.00			
	412	Typewriters	350.00			
	434	Stove	72.00			
	444	Refrigerator	139.00			
	482	Baby Scale	65.00			
	402	Blackboard	26.00			
	402	Copyholder	16.00			
	404	Examining Table	148.00			
	402	Files	5.00			
	482	Scales	52.00			
	402	Files	16.00			
1960-1961	402	Typewriter Stand		$ 20.00		$ 20.00
	412	Typewriters		408.00		408.00
	456	Couches		1200.00	$1089.00	
	402	Files		270.00	14.00	257.00
		Total	$951.00	$1898.00	$1103.00	$685.00

A. Eliminate 1960-1961 items.

B. 1 - For District Medical Officer at Alemany Health Center to replace old swivel chair #50-4241. (Priority #3)

1 - To replace chair #50-4106 used by clerk-stenographer in the Central Health Center. This chair is in very bad condition, does not give proper back support and has to be adjusted at frequent intervals by the janitor. A proper chair is a medical necessity for a clerk who spends 80 percent of her working day sitting, and a good chair prevents unnecessary fatigue and backaches. (Priority #2)

1 - To replace chair #50-4106 which is an accident hazard and is painful to user. It is at least 20 year old. (Priority #1)

1 - Needed for the registering public health nurse or clerk in the Eureka Noe Child Health Conference and Immunization Center. At present a straight back chair is used which is uncomfortable and impedes the work of the registrar. The person registering must frequently turn to the files for records. A Swivel Chair would be more convenient. (Priority #2) Approx. Cost $40.00

C. 1 - Clerk-Secretary's Table, 24" x 48" (Approx. Cost $45.00). To replace the desk now in use at Lunstera Point Health Center. This desk is in disrepair and an accident hazard. Two drawers are broken in this desk and beyond repair. (Priority #2)

1 - Table 2' x 3' with casters (Approx. Cost $40.00). To replace unsafe, unsteady wooden table used to hold baby scales for weighing babies at Potrero Child Health Conference. Table and scales must be rolled into locked cupboard when not in use. Must be sturdy, preferably well braced steel. Value of present table - 0. (Priority #1)

2 - Baby Examining Tables, 22" x 42" (Approx. Cost $120.00 each). Equipped with 4" protective rail on back and two sides and 36" yard stick set flush with top, 2" in from one side (front) and starting at left end of table. To replace present tables which are over 20 years old and beginning to fall apart. Value of present tables - 0. One table for use in Mission Health Center and the other for use in Potrero Child Health Conference. (Priority #2)

D. DESKS

1 - Desks (Priority #2) Approx. Cost $190.00

Single pedestal, light oak finish, 1-drawer right side with center drawer-linoleum top-40" x 30". To replace two that are worn out and falling apart. One for the nurse and one for the child health conference and immunization center, registration room. (Approx. cost $95.00 each).

E. 1 To replace the present broken stand at Alemany Health Center. This stand is in such poor condition that an accident could occur. (Approx cost $20.00)

1 - To replace the table in use at present in North East Health Center. This is an ordinary table adapted to its present use by putting casters on the legs and boring screw holds through the top to hold the typewriter. This table tips over easily and we have already had one large repair bill due to this sort of accident. (Approx cost $20.00)

F. COUCH

1 Couch (Priority #1) Approx. Cost $100.00

For nurses' rest room. To replace one worn out and falling apart. This is used during nurses' staggered lunch hour - 11:30 a.m. to 1:30 p.m. and for resting space at staff [illegible]

G. FLOOR MAT

1 - Rubber Floor Mat for foyer. (Priority #1) To fit 1/2" depression. Size 3' x 6' Approx. Cost $30.00

Present link mat has stretched and buckles and may cause one to trip. Door often get jammed. Cost: $1.45 sq. ft. Black corrugated matting, overall 1/2" (1/8" rubber top with 3/8" sponge rubber bottom). Dohrmann Commercial Co. (Mr. Beseckar), 984 Mission St.

H. TYPEWRITERS

1 - Typewriter - (Royal preferred) (Priority #3) Approx. Cost $220.00
14" carriage

To replace the Remington #692667 (50-3148) which is 12 years old and does not have good action.

I. FLOOR CLEANER AND POLISHER

1 - Floor Cleaner and Polisher. (Priority #1) Approx. Cost $350.00

With two brushes, one for scrubbing and one for polishing. Present machine, No.C-48-34[illegible], [illegible] Holt Mfg. Co., is over 20 years old. It is a discard from San Francisco General Hospital. [illegible] machine is full of grease and the motor is very worn; at time it back-fires and creates a short circuit. 4,434 square feet of floor must be scrubbed and polished in this health center. Cost $420.00 less 20% with one brush. Extra brush 20" $16.50. (Will allow $35.00 trade-in on old machine.) Sentinel Chemical Co. (Mr. D. R. McIver) P. O. Box 853, Oakland 4, Calif. Plant: 1790 - 11th St., Oakland, Calif. (Referred by Holt Mfg. Co.)

J. 15 COMBINE CASES WITH LINING
(Nurses' Leather Bags with Lining) Approx. Cost $20.00 each. $700.00

Description:

Size 11" x 8"
Black
2 clasps, 3 pockets
Removable Cloth Lining for 1 Pocket

Gold Lettering on Outside: S.F.D.P.H.

Plastic nameplate on inside to hold identification card, on inside flap

K. 15 CHAIRS (Priority #3) Approx. Cost $84.00

14- Frequently there are not enough chairs in the waiting room for clients at Westside Health Center.

1 - For use of the new clerical worker in Mission Health Center as requested in this budget. (Priority #3) Approx. cost $40.00

L. STOOL, FILE

1 - File Stool (Priority #2) Approx. Cost $14.50

Round seat 14" in diameter and 14" high. May be purchased at Remington Rand Co. For use in Eureka Noe Health Center. A metal stool is needed to reduce unnecessary fatigue in filing in the lower drawers of our files and to reduce errors in this filing by providing eye level vision. Lost and misfiled records consume hours of personnel time in search and duplication.

M. TABLES, VARIOUS

4 - Tables, Various Approx. Cost $270.00

1 - Table, 24" x 48" (Priority #2) Approx. Cost $45.00

When Kieka Child Health Conference was opened no provision was made for a table for the Secretary. This is needed for recording medical records, forms and also for the immunization tray.

1 - Baby Examining Table, 22" x 42" (Priority #2) Approx. Cost $120.00

Equipped with 4" protective rail on back and two sides and 36" yard stick set flush with top, 2" in from one side (front) and starting at left end of table. For use in Richmond Child Health Conference.

1 - Telephone Table (Priority #3) Approx. Cost $25.00

With shelf, oak, 19" x 17" x 30" high. Needed for Sunset Immunization Center, Parents' Classes and other purposes. #55 Slawelling Co. Schwabacher-Frey Co., 735 Market Street.

1 - Table, 34" x 60", oak. (Priority #2) Approx. Cost $ 80.00

[illegible] students from the University of California, School of Nursing, are assigned to [illegible] district for field training. They need this type of flat surface for the paper [illegible] work.

N. 1 - Double Pedestal Desk, Golden Oak, Lino-Top (Priority #3) Approx. Cost $110.00

Left typewriter with center drawer and 3 drawers right side. This additional desk is needed for one clerk requested for Mission Health Center.

O. 2 - For St. Aloysius School health records. At the present time these school records are filed in cardboard boxes which are inadequate. Approx. Cost $ .00 each.

4 - Due to the addition of one child health conference at Hunters Point Health Center [illegible], and a statistical increase of at least 100 in the child health conference population, file boxes are needed to hold records. At present worn out cardboard boxes are being used. Approx. Cost $9.00 each.

1 - For use in the Richmond Child Health Conference. Approx. Cost $9.00

P. 4 - Typewriter Stands (Priority #2) Approx. Cost $80.00 ($20.00 each)

To be used for typewriters requested in this budget.

Q. 1 - Bookcase, light oak, 12" deep, 54" high, 40" wide, Double glass doors with locks. For District Medical Officer's office (Mission Health Center) to hold medical books and journals. Approx. Cost $50.00

R. 2 - 4 Panel Wooden Screen, 5' x 7' (Priority #2) Approx. Cost $80.00

For use in Hunters Point Health Center. The State law requires a quiet place to rest for employees who become ill on the job. The rest couch is in the kitchen area and screens are needed to separate this area from the rest of the kitchen.

S. SCALES (Priority #2) Approx. Cost $120.00

1.- Baby Scale for Richmond Child Health Conference - Approx. Cost $55.00

1 - Upright Scale for Richmond Child Health Conference - Approx. Cost $65.00

T. NEEDLE HOLDERS (or WHEELS) and BASES

4 - Needle Wheels and Bases (Priority #2) Approx. Cost $32.00

To be used in auto-cleved kits in the Child Health Conference and Immunization Centers. These containers hold 4 dozen needles each; are small and compact. The present immediate methods of setting up the necessary supplies for immunization in the child health conference and immunization centers is extremely unsatisfactory and time consuming on the part of nursing personnel. It is urgently requested that adequate supplies for the increased immunization centers, especially, be provided. 2 required for Eureka Noe Health Center and 2 for Mission Health Center. Approx. Cost $4.00 each.

U. CLOCK

1 - G.E. Telechron Clock (Priority #3) Approx. Cost $22.00

Brown Metal. Needed for Immunization Center, Parents' Classes and other purposes. #55 Sleweilline Co., Schaebacher-Frey Co., 73½ Market Street.

V. CHILD'S PLAY PEN

1 - Child's Play Pen (Priority #2) Approx. Cost $25.00

This item of equipment would be very useful in the waiting room. Mothers frequently bring several children to the child health conference. Often, a nurse must assist the mother with her additional children, while the mother is consulting with the physician or terminal nurse.

W. [illegible]

[illegible] for Hunters Point and 1 for Mission Health Center for use by diet requested herein who will split [illegible] between these two health centers.

X. [illegible]

7 - Adding Machines (Priority #2) Approx. Cost $700.00 ($100.00 each)

Adding machines are urgently needed in each health center. At the present time [illegible] Health [illegible] are [illegible] and therefore [illegible] are asked to [illegible] the statistical [illegible] of the weekly, monthly and annual reports of child health [illegible], immunization centers, school health programs, etc. In one health center alone, Hunters Point, the following figures must be added for statistical reports: Every month 8 weekly individual child health conference and immunization center statistics are added and combined in 9 monthly individual reports which must then be combined and totaled into one child health conference report and one immunization center report. A final compilation of these reports is done on an annual basis also. School statistical reports for 18 schools are compiled monthly and then annually. Tuberculin testing statistics are done monthly and annually. Volunteer statistics are done monthly and annually. Carfare and mileage for public health nurses are added.

Y. [illegible]

2 - Paper Cutters (Priority #2) Approx. Cost $42.00

14" x 14", with metal strip guide and finger guard rail. Needed for cutting paper, such as forms, bulletin board displays, etc. Would be a time-saver and could be used by staff daily. Schaebacher & Co., School Dept., 73½ Market Street. Approx. Cost $21.00 each.

Z. [illegible]

3 - Electric Floor Cleaners and Polishers (Priority #2) Approx. Cost $750.00

1 - Needed to clean and wax the floors of the Hunters Point Health Center building. This health center is housed in a reconverted Federal Housing unit consisting of two levels. On the lower level [illegible] 800 square feet of asphalt tile space. The upper level has 1600 square feet [illegible] same type of servicing.

1 - Needed to clean and polish approximately 3,010 square feet of floors at North East Health Center. In order to clean and polish floors at the present time it is necessary to borrow the equipment from some other health center, this entails porter and transportation cost which is considerable over a period of time.

AA. 2 - [illegible] (Priority #2) Approx. Cost $80.00

1 - For Merrie- Child Health Conference. This building is not owned by the Department of Public Health and is leased by [illegible] School District so the structure and window exposure cannot be changed. On sunny days with all windows and doors open the thermometer will be between 100 and 110 degrees. Approx. Cost $40.00.

1 - For Hunters Point Health Center. This building belongs to the Housing Authority and has a southwest exposure with no attic. Temperatures on windless days have been recorded up to 116 degrees in the regular work area. This occurs at intervals from April to November. The structure [illegible] to change it more livable. Approx. Cost $40.00.

BB 2 - [illegible] (Priority #2) Approx. Cost $31.50

Public Health nurses must do vision screening in schools. Trial sphere lenses are necessary equipment. Several of the schools in the district have these lenses. Much time and effort on the part of the nurse is wasted in borrowing this equipment on vision testing days. 6 are required for Hunters Point Health Center and 1 for Westside Health Center. Approx. Cost $3.50 each.

CC. [illegible] (Priority #2) Approx. Cost $17.50

To be used for vision screening in schools. Several schools have their own equipment. Cardboard [illegible] are not satisfactory. For vision screening [illegible] these paper or cloth charts is almost impossible in the situations where they are used. Light boxes should be owned by the Health Department and used wherever vision screening is to be performed. 2 required for Hunters Point Health Center and 1 for Westside Health Center. Approx. Cost $12.50 each.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1242

Department Board or Commission: DEPARTMENT OF PUBLIC HEALTH
Bureau or Division: CENTRAL OFFICE-PUBLIC HEALTH NURSING
Appropriation Number: 1.539.800.000
Sheet Number 6 of 6 Sheets
Index Number 539

Object No.	Actual Expenditures for 1960-1961 (Full Amounts)	FISCAL YEAR 1960-1961 Budget (Number of Employees / Rate / Amount)	FISCAL YEAR 1960-1961 Supplemental Appropriations (if Made) (Number of Employees / Rate / Amount)	EXPENDITURES 1960-1961 Actual First 6 Months	Probable Last 6 Months	Probable for Year	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 2 and 5 (—) Decrease: Force	Amount	Recommended by Office Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount
1		0.422.800.000						FIXED CHARGES														
2	8805		8880	4590	4590	9180*	880	Rental-Real Property (RE)			9440		560			9440			9,440			
3	8805		8880	4590	4590	9180*		TOTAL			9440		560			9440			9,440			
4	8805		8880	4590	4590	9180*		DEPT. TOT. TO REAL ESTATE DEPT.			9440		560			9440			9,440			
5								NET TOTAL														
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*Request for Supplemental Appropriation Pending.

A. SCHEDULE OF LEASES FOR HEALTH CENTERS 1961-1962

LESSOR	LOCATION	MONTHLY RENT	TOTAL FOR YEAR
Fogarty	300 Bennington St.	$ 40.00	$ 480.00
Visitacion	66 Raymond St.	15.00	180.00
S.F.H.A.	177 Hilltop Road	10.00	120.00
S.F.H.A.	799 Pacific St.	300.00	3,600.00
Sabatini	3165 Steiner St.	160.00	1,920.00
Patrucco	2201 Sutter St.	140.00	1,680.00
Cordes	498 Sanchez St.	100.00	1,200.00
			$9,180.00

A. A new child health conference is urgently needed in the Richmond District. This can be rented for $5.00 per week, or $260.00 per year, from the YMCA at 18th Avenue near Geary Blvd.

BIRTH AND DEATH REGISTRY

	Cost	Unit	Cost Per Unit	Fees Collected
7/1/59 - 6/30/60				
Birth Registry	$30016	22131	$ 1.36	$28863
Death Registry	22087	16256	1.36	20290
Total	$52103	38387	$ 1.36	$49153
7/1/60 - 12/31/60				
Birth Registry	$15745	10056	$ 1.57	$16798
Death Registry	11578	7377	1.57	12451
Total	$27323	17433	$ 1.57	$29249
1/1/61 - 6/30/61				
Birth Registry	$16928	12000	$ 1.41	$14202
Death Registry	13136	9350	1.41	12149
Total	$30064	21350	$ 1.41	$26351
7/1/60 - 6/30/61				
Birth Registry	$32673	22056	$ 1.48	$31000
Death Registry	24714	16703	1.48	23000
Total	$57387	38759	$ 1.48	$54000
7/1/61 - 6/30/62				
Birth Registry	$16965	12000	$ 1.41	$30000
Death Registry	27165	19250	1.41	48000
Total	$44130	31250	$ 1.41	$78000

Birth Registry units are number of certified copies issued.

Death Registry units are deaths registered, certified copies issued, and fetal death permits.

1/1/61 - 6/30/62 periods are estimates.

BUDGET ESTIMATE INDEX NO. OPPOSITE SHEET NO. EXPLANATION SHEET

[illegible]

	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Permanent Salaries	41,663	45,059	49,618	52,652	51,158	50,196	55,316	60,814	63,660	66,178
Number of Employments	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)
Temporary Salaries	645	150	136	437	718	624	752	901	450	399
Photostating, Tabulating, Binding	3,299	3,792	3,575	3,721	3,665	3,197	3,266	3,749	3,600	3,811
Other Contractual Services	1,102	1,065	1,061	1,076	1,150	1,928	1,308	1,554	1,610	1,657
Stationery & Office Supplies	1,787	1,360	1,122	1,362	1,845	1,699	2,154	2,139	2,059	1,923
Photographic Supplies	3,152	2,725	3,971	2,619	3,105	2,871	3,409	3,805	3,600	3,958
Equipment	1,451	-	664	1,189	4,307	606	300	-	1,611	615
TOTAL	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

CONTROLLER'S FORM No. 1960

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1246

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE - STATISTICS — Appropriation Number: 1.541.110 etc — Sheet Number 1 of 4 Sheets — Index Number 541

Line No.	Actual Expenditures 1959 - 1960 (Dollars Only)	Fiscal Year 1960-1961 Budget Salary Ord. Sal. No. Items No.	Number of Employees	Rate	Amount (Dollars Only)	Supplemental Appropriations or Modifications Date	Number of Em. Proposed	Rate	Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Class Number of Code	(1) Departmental Budget Estimate for Fiscal Year 1961-1962 Class Title or Description	Number of Em. Proposed	Rate	Amount (Dollars Only)	Comparison of Proposed 1961-1962 Budget Cols. 5 and 6 (+) Increase (-) Decrease Items	Amount	Recommended by Office, Board, Commission or Department Number of Em. Proposed	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Em. Proposed	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Em. Proposed	Rate	Amount	Increase or Decrease
		4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1														RECAPITULATION														
2	(1) 66176		13		71204				-380	35101	35783	70884	110	Permanent Salaries	14		76223	1	6959	14		76223	13		74,989			
3	190				700					508	192	700	120	Temporary Salaries			2241		1561			1500			700			
4	(1) 66377		13		71904				-380	35609	35975	71584		TOTAL PERSONAL SERVICES	14		78464	1	6500	14		77723	13		75,689			
5	3668				4128				985	1240	4073	5313	200	Contractual Services			12116		7788			9141			7,473			
6	4775				4900					2508	2392	4900	300	Materials & Supplies			6375		1475			5900			5,200			
7	414				851					50	788	847	600	Equipment			8066		7213			6662			2,476			
8	(1) 75474		13		82045				605	39416	43228	82644		TOTAL	14		105021	1	22976	14		99426	13		90,798			
9														LESS TRANSFERS TO PURCHASER														
10	2178				3400				985	508	2877	3385		Contractual Services			6836		4436			4661			4,000			
11	414				851					50	788	847		Equipment			8066		7213			6662			2,476			
12	2592				4251				985	567	3665	4232		TOTAL TRANSFERS			14902		11649			11323			6,476			
13	(1) 72942		13		78792				-380	38849	39563	78412		NET TOTAL	14		90119	1	11327	14		88103	13		84,322			
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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — CENTRAL OFFICE - STATISTICS

541

| | | |

A. Annual salary increment

B. 1 B512

a. General Clerk-typist is needed in the vital records section to:

1. Type and prepare notifications of birth registrations to be sent currently to new parents. With each notification is sent an order blank to encourage parents to order a certified copy of the child's birth certificate. Over the years this has been a substantial source of revenue. A spot survey has shown that 26% of the certified copies issued were a direct result of mailing out these notifications promptly. With certified copies now $ .00 each it is possible that prompt and complete mailing of these notifications could result in nearly $10,000 revenue each year from this source. A program in San Diego County of sending current birth notifications to parents enabled them to obtain orders on about 70% of the birth registration.

2. Check the IBM alphabetical index lists of births and deaths against the original certificates. This is a necessity since we cannot verify the key punching of the index cards - we have neither a verifier nor personnel to do the verifying. Checking of the lists has not been done for about ½ years except for two months of this year. We are under pressure from the State Department of Public Health to perform this fundamental step in maintaining accurate indexes to the files in order to be able to locate each registered birth and death certificate.

3. Help convert the bound volume system of filing birth and death certificates to loose filing. For the years before 1956, the birth and death certificates are bound in volumes placed in heavy fireresistant metal cabinets called "curtain cases." We have no space for any more of these cabinets. Rebinding of these volumes is expensive and needs to be done regularly. Conversion of these volumes to the loose filing system would mean savings in space, money, and time as well as more efficient service to the public. Part of the new clerk's time could be utilized for this worthwhile project.

4. Check the monthly hospital lists of births against the names in the index. This is important in order to insure that each birth certificate has been received by this office from the hospital. Occasionally a birth has occurred at a hospital and the certificate has never reached the registration office. To insure 100% registration it is important that we check this monthly list of births from the hospital.

5. Contact with general public, other City Department employees, and funeral directors in person, at the counters, by telephone. Handle mail requests also.

The Vital Records section has the same number of personnel today as it had in 1949, yet witness the increase in certified copies issued:

BIRTHS		DEATHS	
1949	1959	1949	1959
18,707	23,891	18,919	38,139

The increase in work has caused the Vital Records Section to eliminate or cut down the services listed above in 1, 2, and 4. These services should be maintained and can only be done by adding one general clerk-typist to the staff.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,561,120,000

| | | |

A. [illegible]

Class No.	1959-60	Current Allowance	7-1-60 to 12-31-60	Estimated 2/1/60-6/30/61	Estimated Request 1961-1962
B-327	79	2o1	2o1	2o1	2o1
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
TOTAL	400	700	481	700	1500

Vacation Relief

B-327	3 weeks at $87.00	$261.
B-312	13 weeks at 95.30	1239.
		$1500.

Full coverage was been approval historically in order to serve the public and is offset by revenue collected, $93,000 in fiscal 1959-60, by the Vital Records Section.

C. [illegible]

Professional movers needed for removal of curtain cases and installation of new cabinets. $115.00

[illegible] Maintenance and Repair - Office Equipment

Servicing agreements for [illegible] machines

Photostat machine	$ [illegible]
Mimeograph machine	[illegible]
Parts for photostat	[illegible]
Parts for mimeograph	[illegible]
Servicing of typewriters, Calculating machines, folders and filing machine	[illegible]
	$571.

E. [illegible]

1. Current schedule - normal costs	$2071.
2. Required for indexes - variable costs	340.
3. Emergency hospital statistics	[illegible]
	$4001.

Current schedule of Requirements 1961-1962

1. Normal Costs 1961-62

Birth Statistics	$ [illegible]
Death Statistics	[illegible]
Birth & Death Annual Statistics	[illegible]
Birth & Death Monthly Index	[illegible]
Birth & Death Annual Index (Cellatine)	[illegible]
[illegible]	[illegible]
Tuberculosis Statistics	[illegible]
Total expended 1960-61	[illegible]
Increase in cost due to salary increases and other rental and materials	[illegible]

2. Required for Indexes

Five year Birth Index	[illegible]
Four year Death Index	[illegible]
Five year Death Index	[illegible]
Total required for indexes	$340.00
Total Req irst for 1961-1962	$1,1[illegible]
Urgent Allowance	[illegible]
[illegible]	$2[illegible] *

3. Tabulating Reports on Emergency Hospital Statistics $1,[illegible]

Statistics for Emergency Hospital are to be collected for the 1961 calendar year or fiscal year 1961-62, cost of tabulating (12 tab reports with an estimated 12 sorts) according to Purchaser's Tabulating Bureau in October 1960, would be $1,050. This cost could be reduced from one-half to [illegible] cards by punching statistical cards for four [illegible] one from each quarter, compiling the [illegible] monthly reports and reporting for yearly figures. Other costs ($200 for cards and [illegible] etc.) are included in the appropriate [illegible] number.

* A supplemental appropriation for $984 has had to be requested to meet costs of the [illegible] tab reports provided by Central Tabulating Service. 1959 Indexes for Births and Deaths have not been run yet. (September 1960) whereas they should have been received and in use by March. The five year death index and first year birth index to be prepared in 1961 will cost $340 in addition to the $2,071 estimated cost for the usual monthly and yearly Tabulations.

Estimates for the cumulative indexes for births and deaths will vary over a five year period from $257 in 1962-63 to 733 in 1965-66. These figures do not include increases in cost due to salary increases, machine rental and materials in Central Tabulating Service itself.

F. O.E. 234 Bookbinding, etc.

Normal recurring items to meet State requirements:

1. Birth and Death alphabetical indexes to be handwritten (1 each)	$250.
2. 2 Binders for I.B.M. tab sheets - Birth and Death indexes	50.
3. 4 Binders for tab sheets - annual birth and death statistics Tbc. and V.D. and monthly	
4. Rebinding of volumes of handwritten alpha (A) indexes for births and deaths.	

Non-recurring items -

5. Rebinding for 1940-44 I.B.M. index of births (A)	
6. Rebinding of volumes of Handwritten Alphabetical Indexes for Births and Deaths.	30.

Twelve (12) volumes of the handwritten indexes for deaths are in very poor condition, immediately need to be rebound. These are for the years 1906 through 1909, 1923 through 1927, 1930, 1933 through 1935. Eight volumes, 1917 through 1922, 1931 and 1932 are in poor condition and should be rebound either in this fiscal year or as soon after as possible. 400.

Twenty-five volumes of Births yearly index are in poor condition and should be rebound. 500.

One volume of the five year index, that for 1940-44, for Births is in extremely bad condition and should be rebound 30.

F. [illegible] 215 Subscriptions.

Current subscriptions required $35.

Census reports required to update public health records and reports [illegible]

J. O.E. 241 Rental Office Machines

2 Keypunch machines @ $115.00 monthly	$1380.
1 Sorter @ 45.00	540.

H. [illegible]

Normal Needs

1. The Bureau is the reproduction unit for the Central Office and orders all mimeograph paper for that purpose.

   A supplemental appropriation of $600 to meet increased requirement of the new Mental Health Program and existing bureaus plus a 7½% increase in cost of paper in 1960-61 has necessitated this increased request.

2. We must supply continuous form paper for I.B.M. listings; Central Tab estimates for 1961-62 an increase of $75 to cover this item.

I. O.E. 172 - Photographic Supplies

Photostat paper and fix for certified and office copies of births and death certificates based on experience plus request for supplemental appropriation in 1960-61. $3300.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — CENTRAL OFFICE-STATISTICS — 1,561,400,000

1									EQUIPMENT (P)										1
2	415			853					59	788	847		Current Year-Prior Year						A 2
3													Replacements						3
4												402	Desks, exec & chairs (3)			893	893	118	N 4
5													Typewriters (1)			570	570		5
6												412	Adding Machine (1)			360	360	360	6
7												412	Calculator (1)			850	850	0	P 7
8																			8
9																	118		P 9
10																			10
11																			P 11
12												412	Adding Machine (2)			720	720	720	W 12
13												491	Desk, reference			68	68	68	I 13
14	415																		14
15	415																		15
16																			16
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BUDGET ESTIMATE INDEX NO. 541 OPPOSITE SHEET NO. 4 EXPLANATION SHEET 1252

A.

Fiscal Year	O.E.	Description	1959-1960 Actual Expend.	Budget Allowance	1960-1961 Actual Expend.	Probable Expenditures
1959-1960	402	Files	$ 86			
	412	Typewriter	329			
1960-1961	402	File Cabinets		$768		$768
	412	Stapler		68	$59	
	434	Aluminum Tray		17		26
		TOTAL	$415	$853	$59	$794

B. 1.311.400.541 Equipment - REPLACEMENT

Replacing 4 desks and 2 chairs for personnel in Death and Birth Registries $338

C. O.E. 412 Typewriters

Typewriter replacements in Birth and Death Registry $300

Underwood #1-036 0540, bought in 1940

Royal KHH 340 5537, bought in 1948

Typewriter replacement in Statistics $120

Royal 3701 665 bought in 1948

$520

D. Adding machine for Keypunch operator assigned to Accounting Division $360

Present machine is about 20 ? years old. B A 901407 - 1949

E. Deleted by Chief Administrative Officer.

F. EQUIPMENT - NEW

Desk executive (1) for new employment $118

Chair, posture (1) 33

Typewriter (1) for new employment $205 $351

G. O.E. 402 File Cabinets (New)

File cabinets for certificates at present kept in bound volumes are to be converted to loose files as recommended by the CAO and Mayor's office in 1955 and in line with policy approved in fiscal year 1960-61.

File cabinet trays for years 1900-1955 $4,156

Total cost estimated at $4,810

Appropriated 1960-61 654
Remainder to be appropriated $4,156

File Cabinets - Recurring Expense

File cabinets for current 1962 year's certificates. Each year about 10,000 death and 20,000 birth certificates are registered and office copies must be kept somewhere for ready reference to service the public.

$[illegible]

H. ADDING MACHINES (2)

Adding machine for Birth and Death Registry for daily tallying of receipts. At present Senior Clerk must leave her desk to go to Accounting Division to do the work. $300.

Adding machine for Statistics. There is only one machine used by four people and work is held up until a machine is available. In addition, other bureaus of the Department need to borrow the machine.

$[illegible]

I. O.E. 401 BOOKS

Volumes I and II of Vital Statistics of the United States (if not included under subscriptions)	$ 8.75
Stat Abstract of United States 1961 and 1962	7.00
Information Please Almanac 1961	1.25
Barlow's Tables or equivalent	11.00
18th Decennial Census of the U.S. Census of Population 1960, Characteristics of the Population, Part 7 California (5 parts)	14.00
A Manual of Style, 11th Edition - University of Chicago	5.00
(Actual Total $47.40) Budget Request $43.00	$[illegible]

DIVISION OF [illegible]

The recent advances in the treatment and control of tuberculosis have given rise to [illegible] and the popular opinion that the disease is no longer a major public health problem. While [illegible] progress has been made, there is much to be done. In San Francisco migrants and immigrants [illegible] of high tuberculosis incidence tend to concentrate; most frequently in the poorer sections of the city, where there is overcrowding, poorer living conditions, and racial minorities.

A review of our case-finding statistics reveals the importance of this aspect of the problem. The case rates among the Chinese, Samoan, Filipino, Negro, and Spanish-American are much higher than among the native white population. The findings are further substantiated by the Tuberculin Skin Testing Program in the schools, in which 2% of the cases found were among those students newly moved to San Francisco and 9% were among the non-white and Spanish-American groups. These findings are comparable with those of other large seaport and metropolitan areas.

During 1959 the number of reported cases of tuberculosis was one more than in 1958 (0.05+0%). This was the first time the rate failed to show a decline since 1949, and was the result of intensified case-finding in high incidence areas and groups. As of October, 1960, there are 78 more cases reported than in 1959. With our aging population, skid-row inhabitants, migrants and immigrants, the number of new cases of tuberculosis in San Francisco will continue to be higher than the surrounding area for many years.

During the past year the Admission Chest X-ray Program at San Francisco General [illegible] cases of active tuberculosis among patients admitted to the general medical and [illegible] of these patients were admitted to the hospital for non-tuberculous conditions, [illegible] free from symptoms relating to their tuberculosis. The far-reaching benefits of this program [illegible] be fully evaluated, but we do know that these sources of spread of the disease are being [illegible] the community.

During 1959 there were 121,5[illegible] persons who [illegible] Of this number 114,316, or 94%, of the films were processed through the Chest Survey Section at 101 Grove St. Of the 114,316 films, 6,753, or 5.9%, were read as suspicious of tuberculosis. Of the 2,753 individuals with suspicious chest films, 6,527, or 96.5%, were given follow-up examinations and evaluations which revealed active tuberculosis requiring [illegible] However, there are 226 individuals, or 3.5% with suspicious chest films in the community [illegible] that the incidence of tuberculosis is higher [illegible] individuals with suspicious chest films. [illegible] 12 of the 226 unlocated persons have active and communicable tuberculosis [illegible] that the value and productivity of a chest X-ray case-finding program is [illegible] up evaluation of all suspicious films. It should and must be done to get the [illegible] time and money invested. The addition of a male investigator to the staff of the T[illegible] Division would make it possible to get better than 99% follow-up and probably 100%.

Many of the people with suspicious chest films are difficult to locate, whereas others are [illegible] to get into the clinic for examination and evaluation. The [illegible] case during the past year was a source of ten other cases of tuberculosis among close contacts. The average period of hospital [illegible] at San Francisco General Hospital for tuberculosis is from six to eight months. The cost of patient care in the hospital is $25.32 per day, or $760.00 per month. This means that the average cost of hospitalization per case is $4560 - 6080. If none of the above mentioned eleven cases develops complications, the total cost of hospitalization will be $50,160 - $66,880. In addition, all will be treated at the Chest Clinic as out-patients for another 18 months. They will then be followed closely for an additional two years without medications. Should any of them reactivate or develop complications, further hospitalization will be necessary and the cost of total care will [illegible]

A male investigator for the Tuberculosis Control Division is urgently needed to help locate and get this type of individual into the Clinic or hospital for evaluation and treatment. Speaking solely in terms of dollars and cents, the prevention of one case of tuberculosis a year or [illegible] Speaking in terms of humanity, the prevention of one case of tuberculosis can mean [illegible] the suffering; the social stigma; the loss of time, work, and money; separation [illegible]

When tuberculosis was a [illegible] there was a waiting list for beds in the hospital, so an investigator was not necessary. Furthermore, most of the people who are difficult to locate or to get under treatment have psychiatric, social, or medical problems in addition to their tuberculosis. Occasionally, they are belligerent or frightened. Many [illegible] located except at night, often in bars, or other places where it would be improper and unsafe [illegible] reasons, we are of the opinion that a male investigator is necessary for the program at this time.

Furthermore, he would be extremely valuable in locating [illegible] before they are discharged and while still in a communicable stage. The investigator [illegible] to serve these patients with Legal Orders of Isolation and return them to the hospital. This would prevent worsening of the disease, prolongation of hospitalization, and spread of tuberculosis in the community.

There are approximately 30% missed appointments during the year at Chest Clinic, of which one-third, or 10%, are in the more difficult or non-cooperative patient. The latter category is composed primarily of the single, indigent, alcoholic male who will reactivate and spread his disease unless kept under treatment. The majority of the patients who reactivate their disease and require further hospitalization are in this group. Furthermore, many of the patients who interrupt their treatment and reactivate, develop organisms which are resistant to a... the modern anti-tuberculous medications. Therefore, these patients will require prolonged periods of hospitalization to protect the community [illegible] their disease. It should be noted that one of the normal admissions to the Chest [illegible] Francisco Hospital are readmissions.

If the Tuberculosis Control Division had a male investigator, he would be able to locate patients who are delinquent for treatment at Chest Clinic and get them back under medical care before any serious untoward reactions occur. The majority of the [illegible] individuals, indigent, alcoholic male patients are from skid-row. It would be very difficult, if not unsafe, for a [illegible] individuals. However, a male investigator could do so rapidly and safely.

[illegible] benefits have been derived from the shorter periods of hospitalization, many [illegible] have arisen. Patients treated outside the hospital must be followed closely [illegible] a strict medical program or they will reactivate their disease and [illegible] or opinions about anti-tuberculous drugs have made many patients, [illegible] in tuberculosis, complacent. Not infrequently, patients [illegible] their medications only to reactivate their disease and infect [illegible]

[illegible] is given to non-hospitalized patients, the work of tuberculosis [illegible] and the bacteriology laboratory have been increased. The two problems [illegible] are no longer affected by the usual anti [illegible] and the necessity of [illegible] communicability and confirming the diagnosis [illegible] technics.

The development of resistance to anti-[illegible] the patient [illegible] and to the community. The tubercle bacilli found in the [illegible] patients are [illegible] longer affected by the usual medications. This means [illegible] tuberculosis for which there is no [illegible] to spread this [illegible] form of the disease in the community, we [illegible] which there would be no treatment except prolonged hospitalization [illegible] to where we were prior to 1952.

Resistant [illegible] develop more readily in old extensive disease and in patients who [illegible] treatment for any reason. Uncooperative and recalcitrant patients [illegible] suggestion, but not all of this group.

[illegible] bacteriologic confirmation is necessary to determine communicability [illegible] In order to adequately control tuberculosis and to prevent [illegible] and isolation cases the newer bacteriologic tests must be done to detect [illegible] sensitivity tests must be done and helpful. However, there [illegible] tests which are minimally [illegible]

With the increase in [illegible] patients are living [illegible] with active communicable tuberculosis [illegible] in 73 patients and was an accidental or [illegible] reviewing the records of these patients [illegible] and reported until the time of death or [illegible] life span, and up until the very last part of their life in [illegible] with other members of the community, without proper precautions being taken. [illegible] of tuberculosis which has been permanently removed from the community, but before [illegible] we wonder how many other persons they infected.

Frequently, patients [illegible] seen at the clinic with other serious medical problems relating to [illegible] the chest or in the soft [illegible] There is not available necessary laboratory facilities to [illegible] conditions. In such cases it is necessary to hospitalize [illegible] complete blood count and urine analysis - a ten dollar [illegible]

[illegible] indigent patients with signs of intractible emphysema and [illegible] a clinic care, who are treated at Chest Clinic. The incidence [illegible] In the city [illegible] necessary to [illegible] expand and develop [illegible] to care for these people. [illegible] General Hospital, when the new Laboratory B[illegible] many of these [illegible]

CHEST CLINIC, SAN FRANCISCO HOSPITAL
TABLE I

Year	Total Pt. Visits	No. Pt. Visits for Rx. INH and Chemotherapy		No. Pt. Visits follow-up of tbc. without Rx. Obs. and Contacts	
1952	24,577	5,721	(23.5%)	18,806	(76.5%)
1953	27,598	8,234	(30.0%)	19,364	(70.0%)
1954	31,409	13,731	(43.7%)	17,678	(56.3%)
1955	31,262	19,975	(64.0%)	11,287	(36.0%)
1956	36,742	24,492	(66.6%)	12,250	(33.4%)
1957	32,374	25,518	(78.8%)	6,856	(21.2%)
1958	31,685	26,441	(83.5%)	5,244	(16.6%)
1959	33,784	29,771	(88.1%)	4,013	(11.7%)
1960	31,000	26,350	(85.0%)	4,650	(15.0%)

TABLE II

Year	Total - Start	Admissions	Discharges	Total - End
1953	14,592	1,265	2,196	14,981
1954	14,981	2,978	2,262	12,697
1955	12,697	1,703	1,008	18,392
1956	18,392	1,938	2,703	12,327
1957	12,327	1,541	7,188	6,679
1958	6,679	1,751	3,959	4,471
1959	4,471	1,850	1,716	4,605
1960	4,605	2,000	1,900	4,705

TABLE III

Year	Total Pt. Visits for Rx.	No. Pt. Visits for Admission	No. Pt. Visits for Readmission	No. Pt. Re-admitted	No. Pt. Obs.
1955	19,975	5,698	14,277	6,747	740
1956	24,492	1,931	20,561	7,282	219
1957	25,518	2,172	21,340	7,300	557
1958	26,441	782	25,659	6,958	664
1959	29,153	147	28,306	6,934	420
1960	26,350	-0-	26,350	7,000	500

CENTRAL OFFICE PRE DIAGNOSTIC CHEST CLINIC
TABLE V

Year	Minifilm	Large Film	Total Films
1951-52	28,918	5,765	34,683
1952-53	28,573	5,210	33,783
1953-54	28,354	4,443	32,797
1954-55	30,878	5,252	36,130
1955-56	32,978	6,930	39,908
1956-57	35,265	5,543	40,808
1957-58	30,550	6,122	36,672
1958-59	30,552	6,322	36,874
1959-60	30,800	5,328	36,128

CHEST CLINIC, SAN FRANCISCO HOSPITAL
TABLE IV

Year	Total Pt. Visits	No. Pt. Visits for Rx.	No. Pt. Visits Without Rx.	Total Pts. Beginning Yr.	Admissions	No. Pts. Discharged	Active File End of Year
1955	32,262	19,975	13,287	17,697	1,703	1,008	18,392
1956	36,742	24,492	12,250	18,392	1,938	2,703	12,327
1957	32,374	25,518	6,856	12,327	1,541	7,188	6,679
1958	31,685	26,441	5,244	6,679	1,751	3,959	4,471
1959	33,784	29,153	4,613	4,471	1,850	1,716	4,605
1960	31,000	26,350	4,650	4,605	2,000	1,900	4,705

EXPLANATION: Table IV represents combination of Table I and Table II

BUDGET ESTIMATE INDEX NO. 2.543 OPPOSITE SHEET NO. 2 EXPLANATION SHEET 1.3%

D[illegible]

	7/1/[illegible] - [illegible]			1/1/[illegible] - 12/31/60			1/1/61 - 6/30/61			7/1/60 - 6/30/61			7/1/61 - 6/30/62		
	Cost	Units	Cost Per Unit	Cost	Units	Cost Per Unit	Cost	Units	Cost Per Unit	Cost	Units	Cost Per Unit	Cost	Units	Cost Per Unit
Tuberculosis Education - Field	$ [illegible]			$ 2530			$ 3066			$ 5596			$ 6133		
Chest Clinic															
Ambulatory	$ 56256			$ 27286			$ 13041			$ [illegible]			$ [illegible]		
Pneumo Thorax	16626			8064			9769			[illegible]			[illegible]		
Total Chest Clinic	$ 72882	29153	$2.50	$ 35350	12966	$2.73	$ 42819	13000	$3.29	$ 78169	25966	$3.01	$ 85007	26010	$3.30
Diagnosis and Reports	$120087	36874	$3.26	$ 58265	17227	$3.38	$ 67867	18000	$3.77	$126132	35227	$3.58	$147747	34461	$4.29
Public Health Nurses	$147394	33746	$4.36	$ 73584	14039	$5.10	$ 86845	15000	$5.79	$[illegible]	[illegible]	$[illegible]	$171513	30000	$5.78
GRAND TOTAL	$[illegible]			$[illegible]			$ [illegible]			$[illegible]			$413079		

EXPLANATION SHEET

543
INDEX NO. 50/1X - D.P.H. CENTRAL OFFICE - TUBERCULOSIS BUREAU

COMPARATIVE SCHEDULE OF EXPENDITURES

	1941-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	42,623	44,093	47,348	62,734	77,664	85,830	94,191	98,521	106,719	115,708	127,660	135,274	142,731	151,798	174,825	186,841	198,752
Number of Employments	(21)	(21)	(20)	(24)	(25)	(29)	(29)	(29)	(29)	(29)	(29)	(29)	(33)	(33)	(34)	(34)	(34)
Military Leave Temporary Salaries	-	-	-	819	1,209	240	277	386	736	164	190	185	113	-	-	-	182 -
Local Fares	104	134	164	87	355	358	390	611	473	654	587	644	237	581	139	676	686
Allowance for the Use of Employees' Cars	927	928	946	1,032	1,661	989	1,060	671	814	555	635	262	230	310	250	299	223
Other Contractual Services	24	51	27	186	1,967	795	165	87	50	81	90	111	483	195	669	263	292
Drugs, Chemicals, Gases	1,998	578	471	1,507	308	1,425	20	360	300	-	112	34	185	100	29	118	113
Hospital & Laboratory Supplies	173	1,040	1,602	418	69	557	755	312	260	93	27	163	150	206	16	226	29
Stationery & Office Supplies	311	358	344	569	320	275	282	593	587	335	390	491	315	378	549	606	574
Photographic Supplies - X-ray Film	824	961	994	737	3,756	978	2,635	4,285	3,937	3,988	3,845	3,274	3,869	4,047	8,430	8,625	12,097
Other Materials & Supplies	45	173	180	210	141	149	5	328	278	850	23	22	11	15	32	11	10
Equipment	-	-	98	3,697	3,381	-	226	-	-	433	683	157	399	321	12	318	369
TOTAL	47,099	49,316	52,174	71,996	90,631	91,596	100,006	106,154	114,154	122,861	134,262	140,617	148,683	157,951	184,951	197,983	211,339

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1962

FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE - TUBERCULOSIS CONTROL — Appropriation Number: 1.543.110,470 — Sheet Number: 4 of 4 Sheets — Page Number: 543

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Grid Sec. No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS AND REDUCTIONS: Date	SUPPLEMENTAL APPROPRIATIONS AND REDUCTIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS AND REDUCTIONS: Rate	SUPPLEMENTAL APPROPRIATIONS AND REDUCTIONS: Amount	ESTIMATED EXPENDITURES 1960-1961: Actual Number of Employees (Last Pay Period)	ESTIMATED EXPENDITURES 1960-1961: Actual Number of Employees (Last Pay Period)	ESTIMATED EXPENDITURES 1960-1961: Amount	Object No.	Character and Object Classifications	DEPARTMENTAL BUDGET ESTIMATE FISCAL YEAR 1961-1962: Number of Employees	DEPARTMENTAL BUDGET ESTIMATE FISCAL YEAR 1961-1962: Rate	DEPARTMENTAL BUDGET ESTIMATE FISCAL YEAR 1961-1962: Amount	INCREASE OR DECREASE OVER BUDGET FOR 1960-1961: Number of Employees	INCREASE OR DECREASE OVER BUDGET FOR 1960-1961: Amount	RECOMMENDED BY THE MAYOR: Number of Employees	RECOMMENDED BY THE MAYOR: Rate	RECOMMENDED BY THE MAYOR: Amount	INCREASE OR DECREASE OVER BUDGET FOR 1960-1961: Number of Employees	INCREASE OR DECREASE OVER BUDGET FOR 1960-1961: Amount	APPROVED BY BOARD OF SUPERVISORS: Number of Employees	APPROVED BY BOARD OF SUPERVISORS: Rate	APPROVED BY BOARD OF SUPERVISORS: Amount	INCREASE OR DECREASE OVER BUDGET FOR 1960-1961: Number of Employees	INCREASE OR DECREASE OVER BUDGET FOR 1960-1961: Amount	Reference Index	Line No.
1																														1
2	(34) 196756		34	216779					-13330				110	Permanent Salaries	37	229644														2
3	182												120	Military Leave with Pay																3
4	(34) 196938		34	216779					-13330					TOTAL PERMANENT SERVICES																4
5	978			1210									200	Contractual Services																5
6	223			179									201	Use of Employees' Cars																6
7	584			595										Materials & Supplies																7
8	113			125										Drugs, Chemicals & Gases																8
9	29			227										Hosp. & Lab Supplies																9
10	14097			11450										X-Ray Supplies																10
11	369			1102										Equipment																11
12	(34) 211329		34	230					-1331					Total		253686														12
13														Less Transfers to Purchaser																13
14	369			1102										Equipment																14
15	369			1102										Total Transfers																15
16	(34) 210960		34	230					-1331					NET TOTAL																16
17																														17
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CONTROLLER'S FORM No. 1200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1258

Department DEPARTMENT OF PUBLIC HEALTH Bureau or Division CENTRAL OFFICE-TUBERCULOSIS CONTROL Appropriation Number 1,543.110.000 Sheet Number 2 of 4 Sheets Index Number 543

	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Std. Sec. No. 558.3 Item	Number	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount	EXPENDITURES 1960-1961 Actual First 6 Months	Probable Last 6 Months	Probable for Year	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (-) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	
1	Number of Employees 1959-1960	558.3 1,110,000				12/31/60 CR			-11330																			
2	1	02.0	1	425-518	6216								D228	Senior Clerk	1	425-518	6216			1	425-518	6216	1	436-530	6,360				
3	3	02	3	350-425	15180								D408	General Clerk-Stenographer	3	350-425	14622		- 558	3	350-425	14622	3	367-447	15,526				
4	4	03	4	341-415	20100								D512	General Clerk-Typist	4	341-415	19002		- 1098	4	341-415	19002	4	358-436	19,859				
5													D512	General Clerk-Typist (NEW)	1	341-415	4194	1	4194	1	341-415	4194	0		0				
6	5	04	5	Rate 950-1154	34593								L364	Physician-Specialist P.T.	Rate 5	950-1154	34620		27	Rate 5	950-1154	34620	5	969-1212	36,360				
7	1	05	1	1047-1273	15276								[illegible]	[illegible]	1	1047-1273	15276			1	1047-1273	15276	1	1099-1337	16,044				
8	2	05.1	2	358-436	10464								L452	X-Ray Technician	2	358-436	10464			2	358-436	10464	2	376-458	10,992				
9				401-									L	Disease Investigator (NEW)	1	469-570	5772	1	5772	1	469-570	5772	1	469-570	5,772				
10	10	06	10	481-584	67,192								[illegible]	Public Health Nurse	10	481-584	67792		- 927	10	481-584	67792	10	493-599	69,520				
11	4	07	4	376-458	22704								T102	Registered Nurse	4	376-458	22704			4	376-458	22704	4	385-469	22,344				
12													T102	Registered Nurse (NEW)	1	376-458	4626	1	4626										
13		07.1		Day 10.45									T10	Registered Nurse (Emer. Hlf.)															
14	1	08	1	425-518	6396								T10	Head Nurse	1	425-518	6396			1	425-518	6396	1	458-556	6,852				
15	1	02	1	341-415	4980								0512	General Clerk-Typist	1	341-415	4980			1	341-415	4980	1	358-436	5,232				
16	2	01	2	481-584	11951								T52	Public Health Nurse	2	481-584	12980		829	2	481-584	12980	2	493-599	12,863				
17	(41) 125,756		41		10752				13330	60773	113676	203449		TOTAL	37		229644	3	12865	36		225018	35		227,224				
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A. Annual Salary Increment.

B. 1.5%1,110.000 Permanent Salaries - Tuberculosis Control

General Clerk Typist (Chest Clinic) (H-512): There is an increased amount of clerical work at the Chest Clinic due to the increased active treatment patient load. Currently, we are behind in our filing and posting of bacteriological data in the patient records. There are increasing demands made upon us for information by Federal and State agencies in order that many of our patients may receive unemployment insurance, old age assistance, indigent aid, or certain rehabilitative and special treatment type of service in some other facility. The clerk-typist can do much of the preliminary completing of the forms, thus saving valuable professional time of our nurses and doctors.

The Chest Clinic is the second largest clinic in San Francisco; only the University of California Clinic is larger. The number of patient visits and treatment given is larger than any of the private hospital clinics in the city. Yet, we have the lowest amount of clerical help. The addition of one more clerk will assist us in the most proper utilization of our professional help and more efficient operation of the Clinic, rendering better service to the patients. It may be possible, after the hiring of clerical work has been removed, to release one or two nurses each afternoon to work four hours in the hospital. If this can be done, it would pay for the clerical position in itself.

C. 1.5%1,110.000 Permanent Salaries - Tuberculosis Control

Male Investigator: The recent advances in the treatment and control of tuberculosis have given rise to broad generalizations and the popular opinion that the disease is no longer a major [illegible] problem. Whereas current progress has been made, there is much to be done. In San Francisco migrants and immigrants from areas of high tuberculosis incidence tend to concentrate most frequently in the poorer socio-economic districts, where there is overcrowding, poorer living conditions, and racial minorities.

A review of our casefinding statistics reveals the importance of this aspect of the problem. The case rates among the Chinese, Samoan, Filipino, Negro, and Spanish-American are much higher than among the native white population. The findings are further substantiated by the Tuberculin Skin Testing [illegible] in the schools, in which 25% of the cases found were among those students newly moved to San Francisco, and 92% were among the non-white and Spanish-American groups. These findings are comparable with those of other large seaport and metropolitan areas.

During 1959 the number of reported cases of tuberculosis was one more than in 1958. This was the first time the rate failed to show a decline since 1949, and was the result of intensified casefinding in high incidence areas and groups. As of October, 1960, there are 7% more cases reported than in 1959. With our aging population, skid-row inhabitants, migrants and immigrants, the number of our cases of tuberculosis in San Francisco will continue to be higher than the surrounding area for many years.

During the past year the Admission Chest X-ray Program at San Francisco General Hospital revealed 37 cases of active tuberculosis among patients admitted to the general medical and surgical wards. All of these patients were admitted to the hospital for non-tuberculous conditions, and apparently were free from symptoms relating to their tuberculosis. The far-reaching benefits of this program can never be fully evaluated, but we do know that these sources of spread of the disease are being removed from the community.

During 1959 there were 125,522 persons who received chest X-rays through the various casefinding programs. Of this number 114,316, or 91%, of the films were processed through the Chest Survey Section at 101 Grove Street. Of the 114,316 films, 6,753, or 5.9%, were read as suspicious of tuberculosis. Of the individuals with suspicious chest films, 6,[illegible], or 99.5%, were given [illegible] examinations and evaluations which revealed active tuberculosis requiring treatment in [illegible], or 3.4%. X-rays, taken as [illegible] or 1.5% with suspicious chest films in the community that should be available [illegible] that the incidence of tuberculosis [illegible] 12 of the 226 uncovered persons have active and communicable tuberculosis. We must stress the point that the value and productivity of a chest x-ray casefinding program is directly related to the follow-up evaluation of all suspicious films. It should and must be used to get the maximum return for the time and money invested. The addition of a male investigator to the staff of the Tuberculosis Control Division would make it possible to get better than 99% follow-up and probably 100%.

Many of the people with suspicious chest films are difficult to locate, whereas others are difficult to get into the clinic for examination and evaluation. One such case during the past year was the source of ten other cases of tuberculosis among close contacts. The average period of hospitalization at San Francisco General Hospital for tuberculosis is from six to eight months. The cost of patient care in the hospital is $[illegible].32 per day, or $[illegible] per month. This means that the average cost of hospitalization per case is $[illegible] - 6000. If some of the above mentioned eleven cases develop complications, the time and cost of hospitalization will be 6% [illegible] $20,000. In addition all will be treated at the Chest Clinic as out-patients for another 12 months. They will then be followed closely for an additional 24 years without medications. Should any of them reactivate or develop new lesions, further hospitalization will be necessary and the cost of total care will rise even higher.

A male investigator for the Tuberculosis Control Division is urgently needed to [illegible] out-patient type of individuals into the Clinic or hospital for evaluation and treatment. [illegible] of dollars and years, the prevention of [illegible] cases of tuberculosis a year would more than pay his salary. Speaking in terms of humanity, the prevention of the loss of time, work, and money, separation from family and friends the suffering, the social stigma, the loss of [illegible] would be immeasurable.

When tuberculosis was more of a problem there was a waiting list for beds in the hospital, so an investigator was not necessary. Furthermore, many of the people who were [illegible] have asymptomatic, [illegible] conditions and [illegible] intelligence or [illegible]. Many require [illegible] it would be improper and useless to send a [illegible] for these reasons, we are of the opinion that a male investigator is necessary for the program at this time.

Furthermore, he would be extremely valuable in locating recalcitrant patients who leave the hospital before they are discharged and while still in a communicable stage. The investigator would be able to serve these patients with Legal Orders of Isolation and return them to the hospital. This would prevent worsening of the disease, prolongation of hospitalization, and spread of tuberculosis in the community.

There are approximately [illegible] missed appointments during the year at Chest Clinic, of which one-third, or 10%, are in the more difficult to cooperative patient. The latter category is composed primarily of the single, indigent, alcoholic male who will reactivate and spread his disease unless he is under treatment. The majority of the patients who reactivate their disease and require [illegible] are in this group. Furthermore, many of the patients who interrupt their treatment and reactivate, develop [illegible] which are resistant to all the modern antituberculosis medications. Therefore, these patients will require [illegible] periods of hospitalization to protect the community and to control their disease. It should be noted that [illegible] of the annual admissions to the Chest Division at San Francisco Hospital are readmissions.

If the Tuberculosis Control Division had a male investigator, he would be able to locate patients who are delinquent for treatment at Chest Clinic and get them back under medical care before any serious [illegible] develop. The majority of the single, indigent, alcoholic male patients are from Skid Row. It would be very difficult, if not unsafe, for a [illegible] to attempt to locate these individuals. However, a male investigator could do so readily and safely.

D. Deleted by Chief Administrative Officer.

CONTROLLER'S FORM No. 8100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1.543.126.000
1.543.200.000
1.543.203.000
1.543.300.000
1.543.361.000
1.543.362.000
1.543.372.000

1260

Department or Board or Commission DEPARTMENT OF PUBLIC HEALTH — Bureau or Division CENTRAL OFFICE-TUBERCULOSIS CONTROL — Appropriation Number — Sheet Number 3 of 4 Sheets — Index Number 543

Line No.	Actual Expenditures 1960 Net (Dollars Only)	FISCAL YEAR 1960-1961 Budget Item No.	Budget Number of Employees	Budget Rate	Budget Amount (Dollars Only)	6 Mo. Supplemental Appropriations Date	Supplemental Number of Employees	Supplemental Rate	Supplemental Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Expenditures 1960-1961 Probable Last 6 Months (Dollars Only)	Expenditures 1960-1961 Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Object Code Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Items	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 (—) Decrease Amount	Recommended by Office, Board, Commission or Department Number of Employees	Recommended by Office, Board, Commission or Department Rate	Recommended by Office, Board, Commission or Department Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate
1		0.543.126.000												PERSONAL SERVICES												
2	182												126	Military Leave												
3	182													TOTAL												
4		0.543.200.000												CONTRACTUAL SERVICES												
5	606				810					450	360	810	201	Travel Expense-Local			810					810			810		
6	40				50						50	50	206	Travel Expense-Non Local			500	450				500			500		
7	15				50					3	47	50	218	Maint. & Repair-Office Equip.			50					50			50		
8	237				300					90	210	300	219	Maint. & Repair-Other Equip.			534	234				534			425		
9													235	Subscriptions			8	8				8			8		
10													269	Other Professional Service			3600	3600				3600			0		
11	978				1210					543	667	1210		TOTAL			5502	4292				5502			1,793		
12		0.543.203.000												USE OF EMPLOYEES' CARS												
13	223				399					76	323	399	401	Use of Employees' Cars			399					399			399		
14	223				399					76	323	399		TOTAL			399					399			399		
15		0.543.300.000												MATERIALS & SUPPLIES												
16	10				15					3	12	15	331	Household & Institl. Supplies			15					15			15		
17	574				580					192	388	580	371	Stationery & Office Supplies			700	120				635			635		
18	584				595					195	400	595		TOTAL			715	120				650			650		
19		0.543.361.000												DRUGS, CHEMICALS, GASES												
20	113				125					16	109	125	361	Drugs, Chemicals, Gases			1118	993				1118			125		
21	113				125					16	109	125		TOTAL			1118	993				1118			125		
22		0.543.362.000												HOSPITAL & LABORATORY SUPPLIES												
23	89				226					40	186	226	362	Hospital & Lab. Supplies			326	100				326			326		
24	89				226					40	186	226		TOTAL			326	100				326			326		
25	720				940					231	695	940		GRAND TOTAL MATERIALS & SUPPLIES			2159	1213				2094			1,001		
26		0.543.372.000												X-RAY SUPPLIES												
27	11525				11000					5308	5692	11000	372	X-Ray Supplies			11732	732				11732			11,000		
28	572				650						650	650	373	X-Ray Tube			1560	910				1560			650		
29	12097				11650					5308	6342	11650		TOTAL			13292	1642				13292			11,650		
30																										
31																										
32																										
33																										
34																										
35																										

A. 1.Sal,220.xxx Contractual Services
O.E. 206 Travel Expense - Non Local

Travel expense for medical personnel to travel to Master Health Exam. No increase requested. $11,00

Travel expense to National Tuberculosis Association and Tuberculosis Control [illegible] meetings.* [illegible]

B. O.E. 219 Maint. & Repair - Other Equipment

Service of equipment at 101 Grove St. and Chest Clinic, plus re[illegible]
3 machines.

Experience 1/74
Service [illegible]

[illegible]

This is a minimum of $15.00 a month for servicing of the X-ray equipment at 101 Grove Street, and in the Chest Clinic we have two fluoroscopic units, and one X-ray unit. The x-ray unit takes [illegible] films a year; is fifteen years old, and requires frequent servicing and replacement of parts. The cost of this labor is in addition to the ordinary maintenance charge. This machine takes more x-rays than any other unit in San Francisco; an increasing number of breakdowns of parts are to be expected with increasing age.

Should the machine breakdown, without available funds for [illegible], it will be necessary to close the unit until it can be placed in proper working order. Patients are in [illegible] and were the community will be deprived of this customary service. Additional services of this unit include; taking x-rays of all Civil Service employees before certification (New employees cannot be certified for appointment until they had their chest x-ray taken), taking x-rays of jail prisoners suspected of having active tuberculosis.

C. O.E. 215 Maxation Subscription

One year subscription to magazine "Year Book of Medicine" $7.50

D. O.E. 249 Other Professional Service

Clinical Laboratory Service.

The Chest Clinic does not have access to the laboratory facilities at the hospital, either are there laboratory facilities available within the clinic

Many patients with tuberculosis have other serious complicating diseases requiring specialized treatment.

In order to have any laboratory work [illegible] and the average stay on these admissions is 10 days.

By arranging this contractual arrangement this admission could be eliminated, thus resulting in a savings to the City.

Estimated annual cost of laboratory service $[illegible]

E. 1.Sal,300.000 Materials & Supplies
O.E. 271 Stationery & Office Supplies

Printed forms and stationery in accordance with experience due to increase [illegible] $[illegible]

The increasing Clinic load has increased the amount of necessary [illegible] patient-visits for the year, there will be approximately 11,000 [illegible] visit, there is at least one additional piece of paper work. Should the patient also [illegible] treated [illegible], or to any other [illegible] would be fail to [illegible] and the latter [illegible] notified in writing. [illegible] in the cost of materials, that a increase in funds will be necessary.

F. 1.Sal[illegible]

In accordance with experience $[illegible]

To purchase media for drug sensitivity studies on drug resistant patients of the Chest Clinic 1000 $[illegible]

During the past two years there has been a rapidly increasing number of patients [illegible] bacilli which are resistant [illegible] single with other patients, will infect them with drug resistant organisms.

What is the meaning of drug resistant organism? It is an organism that even if the [illegible] are effective in treating. Should such cases spread and develop within our community there [illegible] a large number of patients with tuberculosis for which even if the modern drugs are helpful. The treatment will then be the same as prior to 1944, bed rest, prolonged hospitalization, and no specific medications. Surgery is ineffective in these individuals. It is important to note that during the past two years, 12% of the admissions to the Tuberculosis Division of San Francisco hospital were found to have drug resistant organisms at the time of admission. Reports are coming in from reliable large tuberculosis centers of an increasing population of drug resistant individuals. These patients will live for years in the hospital; slowly dying of their disease.

The excellent work [illegible] tuberculosis control, and routine health nursing has kept the [illegible] in San Francisco to a minimum. However, an increasing number of drug resistant organisms are being [illegible] most our newly [illegible]. These individuals will have [illegible] that they [illegible] their infection.

[illegible] we will be [illegible] sensitivity studies in the out-[illegible] Drugs for [illegible], chemicals [illegible]

[illegible]

In accordance with experience $[illegible]

[illegible] necessary [illegible] to [illegible] School Tuberculin [illegible]

$[illegible]

H. [illegible] $11,[illegible]

I. [illegible] [illegible]

TOTAL $[illegible]

Replacement of two X-ray tubes during year 1,500

X-ray films and solution in accordance with experience and based on supplemental appropriation 11,712

Increase due to increase in price $[illegible]

* All [illegible] at the [illegible] Bureau or his representative; dates and in lieu of meetings

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1262

Dept Board, Bd of Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-TUBERCULOSIS CONTROL — Appropriation Number: 1.543.400.000 — Sheet Number 4 of 4 Sheets — Index Number 543

Line No.	Actual Expenditures Last Year (Complete Fiscal Year)	Budget Authorization Current Year (Complete Fiscal Year) Item No.	Budget Authorization Current Year (Complete Fiscal Year) Number of Employees	Budget Authorization Current Year (Complete Fiscal Year) Rate	Budget Authorization Current Year (Complete Fiscal Year) Amount (Dollars Only)	Estimated Expenditures Current Year (Complete Fiscal Year) Rate	Estimated Expenditures Current Year (Complete Fiscal Year) Number of Employees	Estimated Expenditures Current Year (Complete Fiscal Year) Rate	Estimated Expenditures Current Year (Complete Fiscal Year) Amount (Dollars Only)	Actual Expenditures Current Year (6 Months) (Dollars Only)	Estimated Expenditures Current Year (6 Months) (Dollars Only)	Probable Expenditures Current Year (Dollars Only)	III DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Object Number and Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 9 and 8 (+) Increase (-) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 9 and 8 (+) Increase (-) Decrease Amount	2) BUDGET as Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	
1														EQUIPMENT (F)													
2	169			1102				1102	1102					Current Year-Prior Year					-1102								A
3														REPLACEMENTS													
4													402	Chairs, Folding (25)			456		456			228			228		B
5													402	Typewriter Tables (3)			58		58			58			58		C
6													411	Typewriters (2)			440		440			440			440		D
7													444	X-Ray Viewing Boxes (6)			650		650			390			390		
8													444	X-Ray Hangers (24)			105		105			105			105		F
9													444	Intensifying Screens (12 pr)			430		430			430			430		J
10													444	Stethoscopes (4)			21		21			21			21		
11														NEW													
12													491	Stenorette (1)			350		350			350			350		I
13													491	Medical Books			110		110			110			110		J
14	169		11					110	1102					TOTAL			2720		1818			2132			2,132		1782
15	169		11					110	110					Less Transfers to Purchaser			720		1818			2132			2,132		1782
16														NET TOTAL													

A. Fiscal Year	Sub. Description	Actual	Budget Allowance	Actual Needs	Table Total
	413 Typewriter				
1960-1961	412 Typewriters (2)				
	414 Drier				
	444 X-Ray Viewing Boxes				

B. Twenty-five folding chairs for the patients waiting room to replace worn out chairs. These chairs must be replaced at this time in order to prevent accidents. The present chairs have become very rickety and patients sitting on them are liable to fall and injure themselves. The repair industry will do all the cost of fifty folding chairs. A small number of chairs will be replaced annually after this to ensure that there will not be any large order of this type in the future.

C. Three typewriter tables are necessary in the Chest Clinic to replace rickety, old ones that are so shaky they fall apart. Should the tables fall apart a valuable typewriter may be broken and an employee may be injured.

D. Replacing of 2 typewriters at Chest Clinics. The typewriters to be replaced are all worn out. One of the typewriters at the Chest Clinic has approximately [illegible] letters replaced at [illegible].

E. X-ray Viewing Boxes at Chest Clinics. New viewing boxes are necessary for proper diagnosis and comparison of X-rays. The present viewing boxes are old and worn out. Some of the viewing boxes have not been replaced [illegible]. Proper diagnosis of pulmonary cancer lesions, very frequently, depends on the comparison of two x-ray films. [illegible] may be sufficient basis for a medico-legal action. For this reason, it is necessary that the viewing boxes be replaced. All of the viewing boxes should be replaced within the next [illegible] years.

F. (14 x 17) and (10 x 12) X-ray Negatives. The x-ray negatives are eight (8) years old and more. As the [illegible] have been reprinted several times, but are worn to the point where they are becoming unreadable and [illegible].

G. (14 x 17) and (10 x 12) All X-ray negatives deteriorate after [illegible]. However, due to the [illegible] replaced every two to three years. However, due to [illegible] these negatives [illegible] Therefore, [illegible].

H. Opthoscopes (4) to replace old and worn [illegible].

I. Dictaphone, Chief's Office: The duties of the Chief are such that numerous dictations [illegible] In addition to there are many [illegible] a large [illegible] and many complex medico-legal matters.

Provision [illegible] available so that all reports and opinions must be written in longhand and copied later [illegible]. This is unnecessary and would entail [illegible].

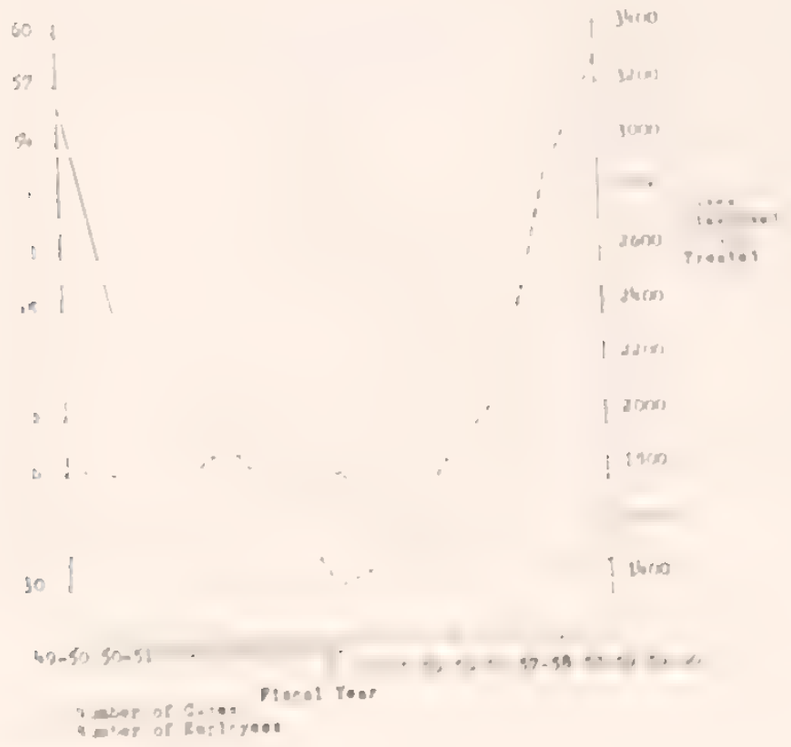
Viral & Rickettsial Infections of Man

BUDGET ESTIMATE INDEX NO. 1.545 OPPOSITE SHEET NO. 1 EXPLANATION SHEET 1264

BUREAU OF VENEREAL DISEASE CONTROL

	7/1/59 - 6/30/60			7/1/60 - 12/31/60			1/1/61 - 6/30/61			7/1/60 - 6/30/61			7/1/61 - 6/30/62		
	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit
Case Finding															
Field	$13631	4311	$3.16	$ 7458	2895	$2.58	$ 7847	2500	$3.14	$15305	5395	$2.84	$16329	5000	$3.27
Clinic	47234	27583	1.71	25794	15107	1.71	27168	15000	1.81	52962	30107	1.76	56870	30000	1.90
Other Bureaus	6267	645	9.75	3439	306	11.24	3620	300	12.07	7059	606	11.65	7528	600	12.55
Case Holding															
Field	5719	150	38.13	3125	75	41.67	3290	75	43.87	6415	150	42.77	6880	150	45.87
Clinic	33598	24094	1.34	18350	12348	1.49	19325	12500	1.55	37675	24848	1.52	40456	25000	1.62
Case Diagnosis	63512	6225	10.20	33643	3474	9.68	35294	3200	11.03	68937	6674	10.33	77809	6500	11.97
Case Treatments	20944	10024	2.09	11364	5574	2.04	12285	5000	2.46	23649	10574	2.24	25692	10000	2.57
Venereal Disease Education															
I. Formal lectures and presentations		30			20			25			45			45	
II. Publicity															
A. General Public															
1) Mass media interviews		24			15			15			30			30	
2) Distribution of printed matter		8000			4000			5000			9000			10000	
3) Maintenance of permanent placards in 150-200 locations in the City															
B. Professional															
1) Contacts with private physicians		1500			1000			1200			2200			2000	
2) Articles prepared for publication		8			5			5			10			10	
3) Maintenance of continued liasion with serologic laboratories in the City															
III. Individual Patient Education		21336			10738			10000			20738			20000	
TOTAL COST OF V.D. EDUCATION	19968			10906			11485			22391			24043		
Laboratory (Specimens collected and/or tested at S.F. City Clinic. Cost included in Case Diagnosis.)		38367			18937			18000			36937			38000	
General Medical Cases-City Prison	5518			2748			2748			5496			5496		
Federal Project Assistance Grant (100% reimbursable)	-			362			2138			2500			2500		
TOTAL	$216411			$117189			$125200			$242389			$263603		

NUMBER OF EMPLOYEES RELATED TO THE
NUMBER OF CASES DIAGNOSED AND TREATED
FISCAL YEARS 49-50 TO 54-55



INDEX NO. 545 D.P.H. CENTRAL OFFICE-DIVISION OF VENEREAL DISEASE CONTROL

COMPARATIVE SCHEDULE OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	144,848	147,832	144,646	149,721	162,552	153,368	159,932	167,715	169,242	166,267
Number of Employments	(44)	(42)	(41)	(36)	(36)	(32)	(33)	(32)	(31)	(31)
Holiday Pay	-	21	22	25	24	29	26	25	-	-
Temporary Salaries	-	220	-	-	-	-	-	-	-	-
Local Fares	649	734	757	776	682	509	497	517	465	470
Heat, Light & Power	1,286	1,397	1,282	1,243	1,227	1,230	1,151	1,109	1,063	1,050
Use of Employees' Cars	192	97	156	143	292	262	125	140	186	226
Other Contractual Services	493	527	528	532	642	707	563	612	576	633
Drugs, Chemicals & Gases	3,974	2,123	1,640	1,602	1,813	1,243	1,893	2,002	2,003	2,701
Hospital & Laboratory Supplies	2,610	3,509	3,903	1,273	668	830	1,283	448	282	368
Stationery & Office Supplies	1,764	1,776	2,957	3,131	2,955	2,285	1,347	1,576	982	1,297
Other Materials & Supplies	1,133	2,576	1,410	784	1,323	1,132	1,023	646	297	513
Equipment	-	123	-	-	-	127	-	-	1,556	357
Fixed Charges	2,880	2,880	2,880	2,880	2,880	2,905	2,899	2,880	2,880	3,060
TOTAL	159,829	163,815	159,475	162,110	175,078	164,627	170,739	177,670	179,632	176,942

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: CENTRAL OFFICE-VENEREAL DISEASE CONTROL — Appropriation Number: 2.565.110 etc.

Line Number	Actual Expenditures 1959-1960 (Col. 4 + Col. 5)	Fiscal Year 1960-61 Budget Salary Grid Sec. No.	Budget Number of Employees	Budget Rate	Budget Amount (Col. 6 + Col. 7)	Supplemental Appropriations Number of Employees	Supplemental Appropriations Rate	Supplemental Appropriations Amount	Estimated Expenditures 1960-1961	Proposed Expenditures 1961-1962 (1) Departmental Estimate	Proposed Expenditures 1961-1962 (2) Recommended by Mayor	Object Number	Recapitulation	Number of Employees	Rate	Amount	Proposed Expenditures 1961-1962 (3) Adopted by Board of Supervisors Number of Employees	Rate	Amount	Increase or Decrease Over Col. 12	Line Number
	1	2	3	4	5	6	7	8	9	10	11						12			13	
1													RECAPITULATION								1
2	(31) 144247	31		1[illegible]46				[illegible]	[illegible]	[illegible]	[illegible]		[illegible] Permanent Salaries	[illegible]		[illegible]	[illegible]		[illegible]	[illegible]	2
3	2153			[illegible]				[illegible]	[illegible]	[illegible]	[illegible]		[illegible] Temporary Service								3
4	226			300					157	143	300	203	Use of Employees' Cars			400			400		4
5								[illegible]	[illegible]	[illegible]	[illegible]		[illegible] Other Special Services								5
6	1810			1731					48)	1248	1731	300	Materials & Supplies			2368			2071		6
7	2751			[illegible]					[illegible]	[illegible]	[illegible]		[illegible] Drugs, Medicines, Gases			[illegible]			[illegible]		7
8	368			400					274	126	400	302	Hospital & Lab Supplies			500			500		8
9	357			450					432	18	450	400	Equipment			745			295		9
10	3060			3079					[illegible]	[illegible]	[illegible]		[illegible] Fixed Charges								10
11	(31) 172942	31		[illegible]				[illegible]	[illegible]	[illegible]	[illegible]		[illegible] Total	[illegible]		[illegible]	[illegible]		[illegible]	[illegible]	11
12													Less Transfer to Purchaser								12
13	494			516				273	382	407	789		Contractual Services			844			844		13
14	139			141					99	42	141		Materials & Supplies			296			271		14
15	357			[illegible]					[illegible]	[illegible]	[illegible]		[illegible]								15
16	990			1107				273	913	667	1380		Total Transfers to Purchaser			1443			1370		16
17	1050			[illegible]					[illegible]	[illegible]	[illegible]		[illegible] Net, Less, Other			[illegible]			[illegible]		17
18	3040			[illegible]					[illegible]	[illegible]	[illegible]		[illegible] Net To Budget			[illegible]			[illegible]		18
19	5100			[illegible]				121	[illegible]	[illegible]	[illegible]					[illegible]			[illegible]		19
20	(31) 1718[illegible]2	31		[illegible]				[illegible]	[illegible]	[illegible]	[illegible]			[illegible]		[illegible]	[illegible]		[illegible]	[illegible]	20
21																					21
22																					22
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35																					35

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1268

Department or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division Central Office-Venereal Disease Control Appropriation Number 1,545,110.000 Sheet Number 2 of 4 Sheets Index Number 545

Pos.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Budget Salary Ord. Sch. Rate	Number of Employees	Rate	Amount (Dollars Only)	Proposed Appropriations Increases or Decreases Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Case 1 and 5 Increase Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Note
1		Number of Employees 1959-1960												PERSONAL SERVICE - PERMANENT SALARIES														
2	1	29.1	1	341+ 415	4980								B222	General Clerk	1	341- 415	4980			1	341+ 415	4930	1	358- 436	5,232				
3	2	31	2	350+ 425	10200								B609	General Clerk Stenographer	2	350- 425	10200		20	2	350+ 425	10200	2	367- 447	10,728				A
4	1	31.1	1	275+ 333	3378								B511	Typist 1	1	275- 333	3378			1	275+ 333	3378	1	281- 341	3,630				
5	3	32	3	341+ 415	14014								B512	General Clerk Typist	3	341- 415	14529		515	3	341+ 415	14529	3	358- 436	14,868				A
6													B512	General Clerk Typist (NEW)	1	341- 415	4194	1	4194	0								
7	1	33	1	275+ 333	3996								I116	Orderly	1	275- 333	3996			1	275+ 333	3996	1	302- 367	4,404				
8	1	34	1	275+ 333	3378								I204	Porter	1	275- 333	3996		618	1	275+ 333	3996	1	295- 358	4,296				A
9	1	34.1	1	302+ 367	4404								I206	Porter Sub-Foreman	1	302- 367	4404			1	302+ 367	4404	1	325- 395	4,740				
10	1	34.1	1	341+ 415	11196								L90	Microbiologist	2	447- 543	12132		798	2	447+ 543	12132	2	469- 526	12,232				A
11	4	35	4	Rate 950+ 1154	26574								L104	Physician Specialist P.T.	4	Rate 950- 1154	26574		297	4	Rate 950+ 1154	26574	4	Rate 997- 1212	26,970				A
12	1	36	1	950+ 1154	13848								L364	Physician Specialist	1	950- 1154	13848			1	950+ 1154	13848	1	997- 1212	14,544				
13													L104	Physician Specialist P.T. (NEW)	1	Rate 950- 1154	5541	1	5541	Rate 1	950+ 1154	5541	Rate 1	997- 1212	6,132				D
14	1	37	1	1073+ 1273	15876								L376	Chief, Div. of V.D. Control	1	1047- 1273	12876		-2400	1	1047+ 1273	12876	1	1099+ 1337	13,518				A
15	3	38.1	3	415+ 505	18938								L660	Investigator of V.D.	3	415- 505	18938			3	415+ 505	18938	3	436- 530	19,876				
16													L660	Investigator of V.D. (NEW)	1	415- 505	5100	1	5100	1	415+ 505	5100	0		0				C
17	4	39	4	491+ 596	27129								P52	Public Health Nurse	4	484- 588	27720		651	4	484+ 588	27720	4	507- 616	28,491				A
18	2	40	2	693	16632								[illegible]	Supervisor, P.H. Nursing	2	693	16632			2	693	16632	2	695- 826	16,632				
19	3	41	3	458	16488								P102	Registered Nurse	3	376- 458	16488			3	458	16488	3	469- 570	16,884				
20		41.2		Day 18.90									P102	Registered Nurse (Temporary Relief)															
21	1	41.3	1	693	7191								[illegible]	Health Education Serv. Director	1		6732		-456	1		6732	1	520- 665	7,022				A
22	(11) 100'00"		11		19,950									TOTAL	4		13624	3	15144	33		208430	32		16,249				
23																													
24																													
25																													
26																													
27																													
28																													
29																													
30																													
31																													
32																													
33																													
34																													
35																													

A. Annual Salary Increments.

B. Deleted by Chief Administrative Officer

C. New Position

1 1660 Investigator of V.D. - $415/505.

San Francisco already heads the nation in early infectious syphilis, suggesting a large reservoir of infection in the community ready to explode into population groups, i.e., the innocent teenager, previously protected from this scourge. The increasing lag in San Francisco's VD control efforts with the current harvest of human misery can no longer be ignored. Seeking this reservoir of infection requires epidemiologic investigations. The earliest figures we have (Fiscal 1954-55) show 1940 such investigations. With the same 3 Investigators of V.D. in Fiscal 1959-60, 4376 were undertaken, a 127% increase. The exploding V.D. problem as represented by reported cases, suggests this reservoir of infection is even larger and, therefore, additional personnel (1 new Investigator of VD) is necessary.

Two (2) U.S. Public Health Service representatives have been assigned to the Epidemiologic Section of the Division of VD Control. The USPHS feels that with the increasing VD problem and limited personnel, that they have taken on too great a responsibility in terms of both syphilis and gonorrhea. As syphilis is a chronic disease with chances of its interstate transmission and for other reasons, the USPHS has decided to concentrate its personnel on a concerted effort in the control of syphilis. This would leave local health jurisdictions full responsibility for the Gc problem.

This turn of events will increase the Gc epidemiologic caseload on local personnel. In addition, success of the USPHS plan to concentrate on syphilis would also increase the syphilis caseload. This makes even more urgent the approval of a new position of Investigator of VD, 1660.

D. For increased workload in Venereal Diseases.

DIVISION OF VENEREAL DISEASE CONTROL

[illegible]

	Fiscal Year				First Quarter	
	1955-56	1956-57	1957-58	1958-59	1959-60	1960-61
Cases Diagnosed & Treated	1,492	1,818	2,088	2,872	3,302	809
Syphilis	246	275	333	449	521	158
Gonorrhea	1,236	1,543	1,752	2,418	2,773	733
Other Venereal Diseases	10	-	3	5	6	1
Epidemiological Investigations	1,893	1,787	2,164	3,663	4,176	1,525
New Patients Admitted	4,328	4,441	4,301	4,605	4,559	1,285
Readmissions	2,311	2,115	2,404	1,109	3,670	1,029
Laboratory Tests	22,749	25,283	31,044	35,614	38,066	9,713
Total Patient Visits	21,051	20,938	22,808	25,902	28,258	7,492

The 4 year experience requested in this budget justification does not fully demonstrate the severe attrition in personnel suffered by this Division. A Decade ago in 1950, 87% more personnel diagnosed and treated 47% fewer cases. Roughly stated, this means twice as many people did half as much work. There were accompanying disparities of similar magnitude in other measures of Division activity. Only by reducing quality and quantity of clinical and preventive medical services have we been able to meet the burgeoning emergent problems of the S.F. City Clinic.

When we look at the incidence of other communicable diseases in San Francisco last year, the growing relative importance of venereal diseases is readily apparent. In 1960 there were more cases of venereal disease reported than the combined total of all other reportable diseases. Gonorrhea leads all communicable diseases in incidence and even the number of syphilis cases reported was greater than the number of cases of measles or mumps and only forty less than chickenpox cases. Considering all indications then, there is obvious need for San Francisco to extend control measures to a level commensurate with the increasing seriousness of the venereal disease problem.

CITY AND COUNTY OF SAN FRANCISCO

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1321
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,545,200,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,545,203,000

FISCAL YEAR 1961-1962 1,545,269,000

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division Central Office-Veneral Disease Control — Section or Unit — Index Number 545

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	BUDGET 1960-1961 Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR REALLOCATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Work Load Budget 1960-1961 Force	Work Load Budget 1960-1961 Amount	Budget as Recommended by the Mayor Number of Employees	Budget as Recommended by the Mayor Rate	Budget as Recommended by the Mayor Amount	Budget as Adopted by Board of Supervisors Number of Employees	Budget as Adopted by Board of Supervisors Rate	Budget as Adopted by Board of Supervisors Amount	Reference Mark
1		0.545.200.000												CONTRACTUAL SERVICES											
2	470			510						242	268	510	201	Local Fares			510					510				
3	24			50						9	41	50	213	Maint. & Repair-Office Equip.			50					50				
4	78			113						5	108	113	219	Maint. & Repair-Other Equip.			150		37			113				A
5	1050	0.715.231.545		1000						509	581	1090	231	Healt, Light, Power (U)			1120		120			1,120				B
6	37			37						22	15	37	235	Subscriptions			37					37				
7	180	0.311.237.545		180						90	90	180	237	Scavenger Service (P)			195		15			195				C
8	134	0.311.240.545		156						65	91	156	240	Telephone Directory (P)			150					150				
9	180	0.311.256.545		180	11/23/60 TR 731			273		427	426	853	256	Pest Control (P)			453					453				D
10	2153			2226				273		1169	1620	2537		TOTAL			2671		465			2,040				
11	494			516				273		342	407	749		Less Transfers to Purchaser			804		208			804				
12	1050			1000						509	581	1090		Less Transfers to Heat, Light, Power			1120		120			1,120				
13	1544			1516				273		851	988	1879		TOTAL TRANSFERS			1924		408			1,924				
14	609			710						278	432	710		NET TOTAL			747		57			722				710
15		0.545.203.000												OUT OF EMPLOYEES' CARE												
16	226			300						157	143	300	203	Use of Employees' Cars			400		100			400				E
17	226			300						157	143	300		TOTAL			400		100			400				
18		0.545.269.000												CONTRACTUAL SERVICES - MISCELLANEOUS												
19					12/8/60 BF/1337			2500		342	2158	2500	269	Other Special Services			2500		2500			2,500				F,E
20								2500		342	2158	2500		TOTAL			2500		2500			2,500				
21		0.545.300.000												MATERIALS & SUPPLIES												
22	54			52						27	25	52	317	Electrical Supplies			52					52				
23	287			300						45	255	300	331	Janitorial & Toilet Supp.			300					300				
24	92			80						21	59	80	335	Cleaning & Lav. Supp.			80					80				F
25	80	0.311.340.545		50						14	36	50	341	Dry Goods (P)			100		50			75				G
26		0.311.370.545											370	City Directory (P)			105		105			84				H
27	1238			1158						291	867	1158	371	Stationery & Office Supp.			1600		442			1350				I
28	59	0.311.375.545		91						85	6	91	375	Stationery Stores (P)			91					90				
29	1610			1731						463	1268	1731		TOTAL			2368		637			2,081				
30	139			141						59	82	141		Less Transfer to Purchaser			295		159			271				
31	1471			1590						404	1186	1590		NET TOTAL			2073		478			1,810				
32		0.545.341.000												EQUIPMENT, FURNISHINGS & SUPPLIES												
33	2701			2750						1427	1323	2750	391	Drugs, Chemicals & Gases			3000		454			2,750				J
34	2701			2750						1427	1323	2750		TOTAL			3000		454			2,750				
35										* Request for Supplemental Appropriation Pending.																	

A. 1.545.200.000 Contractural Services
O.E. 219 Maint. & Repair, Other Equip. [illegible]

Repairs to other equipment at Clinic. $ 125

Age and usage of equipment will increase need for repair; reupholstering of 3 posture chairs are of particular importance now.

B. O.E. 231 Rent, Light & Power (U)

Rent, light and power based on estimate by the Bureau of Rent, Light & Power. $1,120

C. O.E. 237 Conveyor Services (P)

Conveyor Service based on 1960-61 contract. $ 1.5

D. O.E. 256 Pest Control (P)

Pest Control based on 1960-61 Contract $ 451

E. .545.201.000 Use of Employees' Cars

O.E. 203 Use of Employees' Cars $ 450

One Investigator started using car in fiscal 59/60 and spent over $308, despite the fact he used six weeks of sick leave during this period. Anticipation of continued increasing case load and full utilization, makes this amount necessary.

1-1660 V.D. Investigator per month @ 10¢ per mile, 12 months

KK. These funds are required in connection with the Public Health Service Federal Project Assistance Grant in support of Venereal Disease Control. Under this agreement, the City and County is reimbursed 100% of funds expended.

F. 1.545.100.000 Materials & Supplies
O.E. 135 Cleaning & Lav. Supplies $ 100

Increased utilization of facility necessitates increase in supplies for cleaning.

G. O.E. 141 Dry Goods, Notions, Fabrics (P) $ 75

We anticipate the stocks built up in earlier years will be depleted during this coming fiscal year requiring monies for replacement of these expendable items.

H. O.E. 170 City Directory (U) $ 105

Increase in epidemiologic investigations up 127% since 54/55 with no increase in staff, makes imperative any and all auxiliary investigative devices. This Directory gives information not available in other reference materials, i.e., people having unlisted telephones, place of employment, etc.

I. O.E. 171 Stationery & Office Supplies $1,15[illegible]

Although only $1,238 was spent in this category last fiscal year we still had shortages, causing hardships. Considering increase in costs and Division activities as represented by these statistics, the amount stipulated is a minimal approximation.

J. 1.545.161.000 Drugs, Chemicals, Gases $1,000

Increases in diagnosed cases (121% in 5 years) and problems of penicillin sensitivity combine to justify this slight increase.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,545,400,000
FISCAL YEAR 1961-1962 1,545,400,000
1,545,800,000

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: Central Office-Venereal Disease Control — Appropriation Number: 545

Account	FISCAL YEAR 1960-1961 BUDGET Class No.	Position No.	Rate	Amount	SUPPLEMENTAL APPROPRIATIONS Date	Number of Ord. or Res.	Rate	Amount	EXPENDITURES YEAR TO Actual 6 Months	Estimate Last 6 Months	Estimate Year	Class No.	CLASS TITLE OR DESCRIPTION	Number of Positions	Rate	Amount	(1) BUDGET AS Submitted by Department Head Number of Positions	Rate	Amount	(2) BUDGET AS Recommended by the Mayor Number of Positions	Rate	Amount	(3) BUDGET AS Adopted by Board of Supervisors Number of Positions	Rate	Amount	Reference Index	Level
		0,545,362,200											PERSONAL SERVICES													1
301				400					276	124	400		Hospital and Lab.Supplies			500			500						A	2
301				400					276	124	400		TOTAL			500			500							3
4740				4740					3065	2675	4740		NET TOTAL MATERIALS & SUPPLIES													4
		0,311,402,545											EQUIPMENT (P)													5
352				450					432	18	450		Current Year-Prior Year													6
													NEW													7
													Chair												B	8
												412	Typewriter, Electric												C	9
												411	Typewriter, Manual												D	10
													NEW													11
												421	Desks												E	12
352				450					432	18	450		TOTAL													13
352				450					432	18	450		Less to Purchaser													14
													NET TOTAL													15
		0,545,800,000											FIXED CHARGES													16
				19					-	19	19	514	Fire Insurance			19			19							17
		0,245,438,549											Rental-Real Property (RE)													18
				3079									TOTAL													19
				3060									Less to Real Estate													20
				19					-	19	19		NET TOTAL			19			19							21
																										22
																										23
																										24
																										25
																										26
																										27
																										28
																										29
																										30
																										31
																										32
																										33
																										34
																										35

Fiscal Year	O.E.	Description	1959-1960 Actual Expenditures	Budget Allowance	1960-1961 Actual Expenditures	Probable Expenditures
1959-1960	412	Typewriter	357			
1960-1961	412	Typewriter (Electric)		450	417	18
		Total	357	450	417	18

A. 1.545.362.000 Hospital & Lab. Supplies

Amount Requested

$ 500

Inventories built up over previous years will be mostly expended during this fiscal year. In addition, the increase in diagnoses (121% in five years) and an increase in laboratory tests (67% in five years) dictates this figure.

B. 1.311.400.545 Equipment

O.E. 404 Posture Chair (1) - (Replacing #50-3036) $ 40

C. Deleted by Chief Administrative Officer

D. O.E.412 Typewriter, Manual (1) $ 205

Replacing Royal KM14-3662412, Inventory #50-2194, purchased prior 1945.

O.E.491 Texts - Assorted texts in preventive medicine with special emphasis in V.D. and related problems. $ 50

BUDGET ESTIMATE INDEX NO. OPPOSITE SHEET NO. EXPLANATION SHEET 1225

INDEX NO. 551 D.P.H. - ENVIRONMENTAL HYGIENE

COMPARATIVE DETAILED OF EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	357,385	403,000	426,326	478,546	505,183	518,850	558,875	585,884	624,074	660,167
Number of Employments - Permanent	(86)	(98)	(95)	(94)	(94)	(98)	(97)	(97)	(97)	(97)
Allowance for Overtime	524	850	856	1,018	463	338	470	710	518	366
Holiday Pay	11,178	12,636	13,321	15,094	16,055	16,575	17,860	25,105	27,233	28,454
Extended Work Week	-	-	-	-	-	-	-	-	-	8,405
Sick Leave	10,000	9,880	11,487	10,156	10,829	12,315	12,912	17,607	14,617	14,790
Temporary Salaries	26,238	32,896	33,787	35,730	39,290	43,565	48,782	45,896	49,668	39,765
Military Leave	364	-	-	1,179	285	408	266	214	47	509
Allowance for Use of Employees' Cars	127	125	109	119	125	116	110	115	98	100
Maintenance & Repair of Buildings	4,017	4,182	6,977	-	-	-	-	-	-	-
Maintenance & Repair of Automotive Equipment	9,777	9,291	11,966	10,184	11,718	12,409	10,994	11,306	12,085	11,350
Heat, Light & Power	2,872	3,330	3,246	3,059	3,284	3,578	3,404	3,250	3,125	3,417
Laundry Service	4,061	4,235	4,395	4,473	4,662	4,456	4,476	4,548	4,503	4,756
Other Contractual Services	4,552	4,703	5,231	4,894	4,778	4,779	4,677	4,508	4,783	4,817
Fuels, Illuminants & Lubricants	4,237	4,454	4,902	5,220	5,168	5,209	5,608	5,487	4,993	4,491
Household & Institutional Supplies	1,235	1,455	1,112	981	626	1,129	693	1,092	998	854
Dry Goods & Wearing Apparel	4,157	3,248	3,556	2,580	2,169	2,348	1,081	2,531	1,701	2,016
Foodstuffs	4,136	4,383	4,863	1,652	1,560	1,422	1,393	1,150	1,104	963
Drugs, Chemicals & Gases	4,082	3,309	2,450	2,199	2,757	2,750	2,600	2,500	2,584	2,646
Hospital & Laboratory Supplies	6,806	7,602	4,896	5,993	5,001	5,016	5,434	5,396	5,801	6,137
Stationery & Office Supplies	786	1,169	1,414	998	1,309	777	1,383	669	1,730	639
Other Materials and Supplies	1,645	1,787	2,169	1,735	1,573	1,566	1,347	1,179	1,590	1,183
Equipment	7,652	9,997	1,230	430	15,617	8,260	17,779	21,476	15,069	8,696
Buildings, Structures & Improvements	2,126	-	-	-	-	-	-			-
TOTAL	468,915	522,429	574,293	585,837	633,060	676,960	729,791	780,571	776,121	797,655

Controller's Form No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1276 *

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: EMERGENCY HOSPITAL SERVICE — Appropriation Number: 1,551,110 etc. — Sheet Number 1 of 6 Sheets — Page Number 551

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	Estimated 1961-1962 Salary Grd. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	Budget Classification Code No.	Number of Employees	Rate	Amount (Dollars Only)	Actual First 6 Months (Dollars Only)	Estimated Last 6 Months (Dollars Only)	Estimated For Year (Dollars Only)	Object Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests With 1960-1961 Budget Cols. 5 and 6 (+ Increase) (- Decrease) Number of Employees	Comparison of Requests With 1960-1961 Budget Cols. 5 and 6 (+ Increase) (- Decrease) Amount	(2) BUDGET as Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount (Dollars Only)	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount (Dollars Only)
1														PERMANENT												
2	(5) [illegible]				[illegible]					17,466	19,533	37,000	110	Permanent salaries-Admin.	1		37040	1	5192	5		31400	5		33,009	
3	[illegible]		92		671753				-5242	332570	331239	663809	110, 001	Permanent salaries-Other	92		650416		-1342	92		650416	92		698,094	
4	660167		97		671995				-5242	350140	347921	698157		TOTAL PERMANENT SALARIES	98		687456	1	3950	97		687822	92		731,103	
5	366				500					149	351	500	111	Overtime			500					500			500	
6	20154				27509				2027	19975	10561	29536	112	Holidays			29536		2027			29536			29,000	
7	2405				1100					493	695	1188	113	Extended Work Week Overtime			1212		24			1212			1,0	
8	14798				11000					7700	7700	15400	114	Sick Leave			11022		022			11000			11,0	
9	39769				48000					31556	16444	48000	120	Temporary Salaries			54576		6576			54576			50,000	
10	500								500	500		539	126	Military Leave												
11	764464		97		777803				-2682	395848	383072	778920		TOTAL PERSONAL SERVICES	98		790932	1	13099	97		734046	97		821,603	
12	23740				23774					10218	14[illegible]	24543	190	Contractual services			25108		1894			24969			25,839	
13	100				110					69	41	110	301	Uni. Employees' Fare			110					110			110	
14	9105				10031				990	5431	5898	11329	300	Materials & supplies			13319		2388			11800			1,0	
15	942				1200					[illegible]	[illegible]	1200	350	Foodstuffs			1344		44			1344			1,0	
16	2040				2700					2054	646	2700	301	Drugs, Chemicals & Gases			3000		300			3000			3,0	
17	6122				5600					2960	2634	5600	302	Hospital & Lab. Supplies			6445		1245			6445			6,445	
18	8050				10140						10140	10140	350	Equipment			23425		7285			17740			12,6	
19	797095		97		832498				-1934	417250	425713	842963		TOTAL	98		869713	1	26755	97		849100	92		879,820	
20														Less Transfers to Purchaser												
21	15310				14454					[illegible]	3031	14313		Contractual Services			14754		520			14580			1	
22	6528				7103					3192	3911	7103		Materials & Supplies			8381		1278			7791			7	
23	77				100					16	84	100		Foodstuffs			100					100			1	
24	8050				10140						10140	10140		Equipment			23425		7285			17746			1,2	
25	30577				32727					8915	28816	37731		TOTAL TRANSFERS TO PURCHASER			47313		9385							
26														Less Transfers to												
27	3917				3600					1616	2155	3771		Light, Heat, & Power			3700		37			3700			3,7	
28	4750				4800					2754	1920	4674		Water Supply Service			5000		200			5000			5,0	
29	2040				2700					2054	646	2700		U. S. Mail, Mail, Parcel Post			3000		300			3000			3,0	
30	11498				9377					13473	9840	23313		TOTAL [illegible]			[illegible]		11073			[illegible]			[illegible]	
31	750459		97		811431				-1934	[illegible]	[illegible]	[illegible]		NET TOTAL			[illegible]	1	[illegible]	97		[illegible]	97		811,756	
32																										
33																										
34																										
35																										

CONTROLLER'S FORM No. 4398

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1977
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1.551.110,000
1.551.110,001

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: EMERGENCY HOSPITAL SERVICE — Appropriation Number — Sheet Number 2 of 6 Sheets — Index Number 551

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Item Number or Code	Classification or Description	Number of Employees	Rate	Amount	1960-1961 Budget Adjusted by Board of Supervisors Number of Employees	Rate	Amount	(1) BUDGET AS Recommended by the Mayor Number of Employees	Rate	Amount	(2) BUDGET AS Adopted by Board of Supervisors Number of Employees	Rate	Amount	Participation Index	Line Number
1	Number of Employees 1959-1960	0.5	51.110,(00)										110	[illegible]													1
2	1	1	1	415	5100								1101	General Clerk Stenographer	1	415	5100	1	415	5100	1	415	5100				2
3	1	1.1	1	415	5100								1102	General Clerk Typist	1	415	5100	1	415	5100	1	415	5100				3
4	1	1.2	1	333	3996								1202	Porter	1	333	3996				1	333	3996			A	4
5													06	Ambulance Driver	1	333	3996	1	333	3996	0		0			B	5
6	1	1.3	1	543 / 652 / 670	7720								13	Asst. Admin. Superintendent Emergency Hospital Service	1	660	7920				1	643	7720				6
7	1	1.4	1	411	4932								14	Admitting Superintendent Emergency Hospital Service	1	411	4932				1	411	4932				7
8	(5) 29149		5		31961					17366	15582	31961		TOTAL-ADMIN. STAFF	6		37960	1			7		31628				8
9																											9
10		0.5	51.110.	1		[illegible]							110.	[illegible]													10
11	20	2	20	Rate 765 / 458	13836								1106	Emergency Hosp. Steward F.T.	20	Rate 765 / 458	179934		610	20	Rate 765 / 458	179934				A	11
12	24	5	24	556	165200								06	Ambulance Driver	24	Rate 553	165200		160	4	556	165200				A	12
13	1	6	1	Rate 553 / 556	4949								06	Ambulance Driver (½ Day Rlf.)	1	Rate 553 / 556	5113		160	1	556	5113				A	13
14		6.1		20.04									06	Ambulance Driver (Emerg. Rlf.)		20.04					20.04						14
15	28	7	28	570	199764								1108	Emergency Hospital Steward (½ Day Rlf.)	28	Rate 569	199920		1440	24	Rate 569	199920				A	15
16	1	7.1	1	570	5814								08	Emergency Hospital Steward	1	570	5814			1	570	5814					16
17	18	10	18	453 / 376	101692								1106	Registered Nurse	18	453	101692		765	18	453	101692				A	17
18		11		Day 18.92									1106	Registered Nurse (Emerg. Rlf.)		Day 18.92					Day 18.14						18
19	(97) 631018		92		657758					-5269	340770	331737	6527.7	TOTAL-EMERG.	92		650410		-1362	92		650410					19
20																											20
21																											21
22																											22
23																											23
24														• 50¢ day additional not to exceed $15.00 per month													24
25														when assigned as booking steward.													25
26																											26
27																											27
28																											28
29																											29
30																											30
31																											31
32																											32
33																											33
34																											34
35																											35

A. Annual Salary Adjustment.

B. Deleted by O.A.O.

CONTROLLER'S FORM No. 4130

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1,551,111,000 1279
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,551,113,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,551,113,000
FISCAL YEAR 1961-1962 1,551,115,000
1,551,126,000

DEPARTMENT OF PUBLIC HEALTH — EMERGENCY HOSPITAL SERVICE — 551

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual 6 Months (Dollars Only)	Estimated Last 6 Months (Dollars Only)	Estimated for Year (Dollars Only)	Class Number or Title	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	1961-1962 Budget Salary Ord. Sec. No.	Number of Employees	Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	Reference Index	Line Number
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	
1		0.551.111.000												PERSONAL SERVICES - OVERTIME													1
2	366			500						149	351	500	111	Overtime			500					500				A	2
3	366			500						149	351	500		TOTAL			500					500					3
4																											4
5		0.551.112.000												PERSONAL SERVICES-HOLIDAYS													5
6	28454			27509		7/28/60 CR			2027	18975	10561	29536	112	Holidays			29536		2027			29536				B	6
7	28454			27509					2027	18975	10561	29536		TOTAL			29536		2027			29536					7
8																											8
9		0.551.113.000												PERSONAL SERVICES - EXTENDED WORK WEEK													9
10	2405			1188						493	695	1188	113	Extended Work Week			1212		24			1212				C	10
11	2405			1188						493	695	1188		TOTAL			1212		24			1212					11
12																											12
13		0.551.115.000												PERSONAL SERVICES-SICK LEAVE													13
14	14798			11000						7700	7700	15400	115	Sick Leave			11622		622			11000				D	14
15	14798			11000						7700	7700	15400		TOTAL			11622		622			11000					15
16																											16
17		0.551.120.000												PERSONAL SERVICES-TEMPORARY SALARIES													17
18	39765			48000						31556	16444	48000	120	Temporary salaries			54576		6576			54576				E	18
19	39765			48000						31556	16444	48000		TOTAL			54576		6576			54576					19
20																											20
21		0.551.126.000												PERSONAL SERVICES-MILITARY LEAVE WITH PAY													21
22	509					8/10/60 CR			540	539		539	126	Military Leave													22
23	509								540	539		539		TOTAL													23
24																											24
25																											25
26																											26
27																											27
28														* Request for Supplemental Appropriation Pending.													28
29																											29
30																											30
31																											31
32																											32
33																											33
34																											34
35																											35

BUDGET ESTIMATE INDEX NO. 551 OPPOSITE SHEET NO. 3

A. ITEM 1.551.111.000 OVERTIME

Purpose & Need:

Class No.	1959-1960	Budget Allowance	7/1/60-12/31/60	Estimated 7/1/60-6/30/61	Est. Requ. 1961-1962
06	108	100	20	100	100
P2	151	300	91	300	300
P3	-			-	-
P4	-			-	-
P102	107	100	38	100	100
	366	500	149	500	500

B. 1.551.112.000 HOLIDAY PAY

Number of Employees	Class	1959-1960	Budget Allowance	Comp. Adj.	7/1/60-12/31/60	Estimated 7/1/60-6/30-61	1961-1962
13	L504	6159	5749	639	4005	6[illegible]	6[illegible]
18	06	7970	7675	471	5282	8146	8146
21	P2	9253	8940	964	6352	990[illegible]	990[illegible]
1	P3	310	303	33	229	336	33[illegible]
1	P4	295	303	(303)	--	--	--
13	P102	4467	4539	223	1107	4763	4763
		28454	27509	2027	18075	29536	29536

DEPARTMENT OF PUBLIC HEALTH
EMERGENCY HOSPITAL
1.551.112.000 HOLIDAY PAY

Computation of Requirements.

P-2 Emergency Hospital Steward

12 holidays @ $797.31	$9567.72
Good Friday 1/3 x 3/8 x $797.31	99.66
Extra Coverage New Year's & Christmas	236.82
Total Required	$9904.20

O-6 Ambulance Driver

12 holidays @ $659.10	$7909.20
Good Friday 1/3 x 3/8 x $659.10	82.39
Extra Coverage New Year's & Christmas	154.00
Total Required	$8145.59

P-102 Registered Nurse

12 holidays @ $382.29	$4587.48
Good Friday 1/3 x 3/8 x $382.29	47.79
Extra Coverage New Year's & Christmas	126.88
Total Required	$4762.15

L504 Emergency Hospital Surgeon

12 holiday x $516.32	$6195.84
Good Friday 1/3 x 3/8 x $516.76	67.35
Extra Coverage New Year's & Christmas	125.28
Total Required	$6388.47

P-1 Assistant Adm. Supt.

7 holidays x $45.71	$ 319.97
Good Friday 1/3 x 3/8 x $41.50	14.38
Total Required	$ 334.35

P-4 Adm. Supt.

7 holidays - Compensatory time off

	L504	06	P2	P3	P4	P102
Budget Allowance	5749	7675	8940	303	303	4539
Required per Schedule	6388	8146	9904	336	---	4762
Adjustment	639	471	964	33	(303)	223

EXPLANATION SHEET Page 1 of 2 1280

DEPARTMENT OF PUBLIC HEALTH
EMERGENCY HOSPITAL SERVICE
1.551.112.000 Holiday Pay

Class	Budget Allowance: No. of Employ.	Rate	Total	Analysis of Coverage and Compensation Due: Class	No. of Employ.	Rate	1960-61 Rate Based on 7/1/60: Total	Increase
P-2	7	19.84x1.5 (29.76)	208.32	P-2	16	39.47	$631.52	
	14	19.84x1.5x1.0625(31.62)	442.68		1	35.87	35.87	
		Booking Steward .50x3	1.50		4	32.48	129.92	
	21		652.50		21		$797.31	[illegible]
O-6	6	20.53x1.5 (30.80)	184.77					
	12	20.53x1.5x1.0625(32.73)	392.64					
	18		577.41	O-6	13	38.50	500.50	
					5	31.72	158.60	
					18		659.10	81.69
P-102	5	18.90x1.5 (28.35)	141.75	P-102	7	31.72	222.04	
	8	18.90x1.5x1.0625(30.12)	240.98		1	28.74	28.74	
					1	27.35	27.35	
					4	26.04	104.16	
	13		382.73		13		382.29	[illegible]
L504	13	37.66	489.60	L504	7.5	41.76	313.20	
					1.875	39.76	74.55	
	13		489.60		1.125	37.84	42.57	
					2.5	34.40	86.00	
					13		516.32	26.72
P-3 or 4	1	50.50	50.50	P-3	1	45.71 (7 only)*	45.71	14.79
Total			$ 2152.74				$2400.73	[illegible]
12 Holidays			25832.88			*	28580.21	27[illegible]
Good Friday			270.00				312.75	[illegible]
			$26102.88				$28892.96	$2790.08

Class	Budget Allowance: No. of Employ.	Rate	Total	Class	No. of Employ.	Rate	1960-61 Rate Based on 7/1/60: Total	Increase
Christmas & New Year								
P-2	3	19.84x1.5x1.0625x2	$ 189.72		3	39.47x2	236.82	
O-6	2	20.53x1.5x1.0625x2	130.92		2	38.50x2	154.00	
P-102	2	18.90x1.5x1.0625x2	120.48		2	31.72x2	126.88	
L-504	1.5	40.80x2	122.40		1.5	41.76x2	125.28	
			561.52				642.98	79.47
			$26666.40				$29535.94	$2869.54
Plus 3.18 differential for other than entrance pay			8[illegible].60					(8[illegible].60)
Total			$27509.00				$29535.94	[illegible]

BUDGET ESTIMATE INDEX NO. 551 OPPOSITE SHEET NO

1,551,111,000 EXTENDED [illegible]

Class No.	1959-1960	Budget Allowance	7/1/60-12/31/60	Estimate [illegible]	
P3	1108	1188	493	1188	1
P4	1297	[illegible]	493	[illegible]	[illegible]
	2405	[illegible]	493	[illegible]	[illegible]

J. 1,551,111,000 SICK [illegible]

Class No.	1959-1960	Budget Allowance	7/1/60-12/31/60	Estimated 1/1/61-6/30/61	
L504	2047	5500	1847	[illegible]	[illegible]
06	4575	1500	3509	3018	
P2	5838	2400	1201	1522	
P102	2318	1500	1043	[illegible]	[illegible]
	14778	11100	7600	[illegible]	[illegible]

. [illegible] 120,000 TEMPORARY SALARIES

Class No.	1959-1960	Budget Allowance	12/31/60	[illegible] 7/1/60-6/30/61	
L504	13958	1	7511	[illegible]	
06	10363	11000	[illegible]	[illegible]	
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

DETAIL
L504 [illegible]

[illegible]
19 hrs. x 2 weeks x [illegible]
12 hrs. x 2 weeks x 4

Total Hours of Vacation Relief 1405

[illegible]

104 days x 8 hrs. 832
12 holidays x 8 hrs. 96
8 days vacation relief x 8 hrs. 64
Easter & Summer vacation 65 x [illegible] 1512

[illegible]

[illegible] 24 hrs. x 52 1248
Total deserves Central
Total Hours L504

1455 ÷ 2080 (40 x 52) = 2.14 Full Time Positions
2.14 x 765 x 12 = $19131.60

Accumulated Vacations

19 days @ 8 hrs. = 152 hours x 4.30 = $653.60

Total Requirements L504 $19785.20

[illegible]

[illegible] 3
[illegible] 4

[illegible]

EXPLANATION SHEET Page 2 of 2 1.01

[illegible]

[illegible] 64
1 x 2 weeks 2

[illegible] weeks x 106.33 9107.78

Accumulated Vacation
5 weeks x 106.33 561.15
[illegible] 1068.24
2 days x [illegible]
[illegible] 10 days x [illegible]

Total Requirements 12 $11327.53

[illegible]

14 x 1 weeks 42
4 x 2 weeks 8

50 weeks x 86.77 4338.50

Accumulated Vacation
1 week x 86.77 86.77

Total Requirements 1102 $ 4425.27

[illegible] $44804.40
[illegible]
[illegible]

*For reliefs provided by employees at other than entrance rate of employment.

CONTROLLER'S FORM No 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1282

FISCAL YEAR 1961-1962 1.551.200.000

Dept ment, Board or Commission: DEPARTMENT OF PUBLIC HEALTH

Bureau or Division: EMERGENCY HOSPITAL SERVICE

Appropriation Number 1.551.203.000

Sheet Number 4 of 6 Sheets

Index Number 551

Line No.	Actual Expenditures last Year (Dollars Only)	Number Salary Rate Grade Number	Amount	Number Salary Rate Grade Number	Amount	Actual Expenditures 1st 6 Months	Estimated Last 6 Months	Estimated for Year	Class Number	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 8 and 9 (—) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 8 and 9 (—) Decrease Amount	2) Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
	1									2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
1		0.551.200.000								CONTRACTUAL SERVICES															
2	138					111		190	.16	Travel Expense-Non Local			190					190			190				
3	[illegible]	[illegible]	10046			[illegible]	[illegible]	10000	.18	Maint. & Repair-Non Medical			10046					10000			10,000				
4	59					45	45	90	.18	Maint. & Repair-Office Equip.			170		120			170			170				
5	80		200			85	115	200	219	Maint. & Repair-Other Equip.			264		64			239			239				
6	412	0.551.225.551	800			148	652	800	225	Tabulating Service (F)			1028		228			900			800				
7	3417	0.551.231.551	3400			1610	2105	3715	231	Heat, Light, & Power (U)			3790		390			3790			3,790				
8	2593	0.551.232.551	2632			1284	1440	[illegible]	232	Telephone & Telegraph (U)			2632					2632			2,600				
9	4756	0.551.236.551	5000			2700	3300	6000*	236	Laundry Service (LHH)			6000		1000			6000			6,000				
10	861	0.551.237.551	860			430	430	860	237	Scavenger Service (F)			946		86			946			946				
11	[illegible]	[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	Telephone Line Rental (U)			102		6			102			102				
12	23740		23494			10218	14325	24543		TOTAL			25108		1894			24969			23,437				
13	[illegible]		14454			[illegible]	[illegible]	[illegible]		Less [illegible]			14754		320			14580			14,448				
14	[illegible]		[illegible]			[illegible]	[illegible]	[illegible]		[illegible]			3790		390			3790			[illegible]				
15	[illegible]		[illegible]			[illegible]	[illegible]	[illegible]		[illegible]			6000		1000			6000			5,000				
16	23489		23894			10017	14086	24103		TOTAL TRANSFERS			24544		1710			24370			23,437				
17	[illegible]		[illegible]			[illegible]	[illegible]	[illegible]		[illegible]			[illegible]		184			599			599				
18																									
19		0.551.203.000								USE OF EMPLOYEES' [illegible]															
20	[illegible]		110				[illegible]	110		[illegible]			110					110			110				
21	[illegible]		110				[illegible]	110		[illegible]			110					110			110				
22																									
23																									
24																									
25																									
26																									
27										*Request for Supplemental Appropriation Pending.															
28																									
29																									
30																									
31																									
32																									
33																									
34																									

A. Based on prior year's experience reduced by C.A.O. to current appropriation.

B. Required to overhaul two typewriters, estimate received $120.

C. Deferred maintenance to be accomplished, deferred due to limitation of funds.

D. To get complete reports as estimated by Purchaser's Tabulating Bureau.

E. In accordance with letter from P.U.C. Dec. 29, 1960.

F. To provide for the increased salaries in the laundry at Laguna Honda Home.

G. In accordance with estimate from Purchaser of Supplies Dec. 29, 1960.

H. Based on charge for 1960-1961. $8.50 per month x 12 = $102.

I. Travel expense for drivers and stewards on trips to State hospitals for Sheriff.

CONTROLLER'S FORM No. 4580

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1284
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,551,300.000
FISCAL YEAR 1961-1962 1,551,361.000
1,551,362.000

Sheet Number 5 of 6 Sheets Index Number 551

Line No.	Actual Expenditures 1960 1961	Budget Item No.	Budget Number	Budget Rate	Budget Amount (Dollars Only)	Estimated Additional Appropriation Required This Year Date	Estimated Additional Appropriation Required This Year Number of Employees	Estimated Additional Appropriation Required This Year Rate	Estimated Additional Appropriation Required This Year Amount (Dollars Only)	(Estimate) 1961 1962 Actual First 8 Months (Dollars Only)	(Estimate) 1961 1962 Available Last 4 Months (Dollars Only)	(Estimate) 1961 1962 Number for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961 1962 CLASSIFICATION OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960 1961 Budget Cols 3 and 5 (+) Increase (-) Decrease Force	Comparison of Request With 1960 1961 Budget Cols 3 and 5 (+) Increase (-) Decrease Amount	Recommended by Office Board Commission or Department Number of Employees	Recommended by Office Board Commission or Department Rate	Recommended by Office Board Commission or Department Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount
1			0,551,300.000											MATERIALS & SUPPLIES													
2	440									241	50	400	301	Tires & Tubes			900	100					800			
3	4									3	7	10	302	Motor Replacement Parts			10						10			
4	26									7	23	30	303	Replacement Parts-Other Mach.			33	3					30			
5	11									9	11	20	315	Small Tools			20						20			
6	81									23	47	70	316	Builders & Misc. Hdwe.			210	140					100			
7	203									103	97	200	317	Electrical Supplies			200						200			
8	6691		0,311,321,551	5200						2913	2787	5700	321	Gas, Oil, Lube. (P)			5700	500					5300			
9	882			998						498	500	998	331	Household & Institution Supplies			998						998			
10	417			400						172	228	400	335	Cleaning & Lav. Supplies			400						400			
11	2016		0,311,341,551	1800						893	907	1800	341	Dry Goods, Notions (P)			2500	700					2300			
12			0,311,371,551	78							78	78	370	City Directory (P)			156	78					156			
13	619			1400						318	1141	1459	371	Misc. Dry & Office Supplies			1867	467					1367			
14	21		0,311,391,551							14	11	25	375	Subscriptions, Dues(P)			25						25			
15	9185			11011						4311	7508	11819		TOTAL			13019	2388					11,004			
16	6528			7103						3192	3911	7103		Less Transfers to Purchaser			9381	1478					7781			
17	2657			3528					698	2239	1987	4226		NET TOTAL			4638	1110					3,805			
18																											
19			0,[illegible]											TOTAL [illegible]													
20	2040		0,657,300,551	2700						2054	646	2700	361	Drugs, Chemicals & Gases (SF GH)			3000	300					3,000			
21	2040			2700						2054	646	2700		TOTAL			3000	300					3,000			
22	[illegible]			[illegible]						[illegible]	646	[illegible]		Less Transfers to [illegible]			300	300					2,700			
23														NET TOTAL													
24																											
25			[illegible]											[illegible]													
26	17			[illegible]						[illegible]	[illegible]	3000		Medical & Laboratory Supplies			3845	1000					[illegible]			
27	615			5000						[illegible]	[illegible]	[illegible]		[illegible]			1445	1445					1,445			
28	17051			18411					2	10001	8408	18409		GRAND TOTAL [illegible] & Supplies			22224	3333					21,151			
29	6528			7103						3192	3911	7103		Less Transfers to Purchaser			9381	1478					7781			
30	[illegible]			[illegible]						[illegible]	[illegible]	[illegible]		Less Transfers to [illegible]			3000	300					3,000			
31	8779			9128					698	5205	4621	9826		NET TOTAL MATERIALS & SUPPLIES			12843	1555					11,370			
32																											
33																											
34																											
35																											

A. To provide sufficient funds to purchase an adequate quan tity of tires in one purchase, during this fiscal year, purchases were reduced and higher prices for tires received were charged.

B. No increase requested.

C. Based on prior years experience.

D. Based on estimated price increase.

E. Additional linens are needed in all of the emergency hospitals.

F. Due to price increase in City Directory.

G. To provide for printed bound books which must be purchased during the year.

H. Based on current years experience.

I. Based on current years experience and price increases.

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1.551.350.000
Appropriation Number 1.551.400.000

1286

Department or Board: DEPARTMENT OF PUBLIC HEALTH Bureau or Division: LAFAYETTE HOSPITAL SERVICE Sheet Number 6 of 6 Sheets Index Number 551

Line Number	Actual Expenditures 1960-1961 (Dollars Only)	Fiscal Year 1960-1961 Budget Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	Supplemental Appropriation and/or Modifications Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	(1) Class Number or Code	Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Note
1		0.551.350.000												FOODSTUFF														1
2	77	0.111.351551		100						16	84	100	351	Canned Foods (1)			100					100			100			2
3	460			500						286	214	500	353	Dairy Products & Eggs			531		31			531			500			A 3
4	197			600						342	258	600	359	Other Foodstuffs			613		13			613			600			B 4
5	694			1200						644	556	1200		TOTAL			1244		44			1244			1,200			5
6	77			100						16	84	100		Less Transfer to Purchaser			100					100			100			6
7	805			1100						628	472	1100		NET TOTAL			1144		44			1144			1,100			7
8																												8
9		0.111.400.551												EQUIPMENT (1)														9
10	None			16140							16140	16140		Current-Prior Years					16140									C 10
11														OFFICE FURNITURE														11
12													409	Desk, Typist (1)			131		131			131			131			D 12
13													410	Chair, Swivel (1)			40		40			40			40			E 13
14													411	Typewriter (1)			205		205			205			205			F 14
15													412	Time Clocks (2)			320		320			320			320			G 15
16													434	Adding Machines (1)			375		375			375			450			H 16
17													447	Refrigerators (2)			650		650			350			350			I 17
18													450	Ambulances (2)			16000		16000			16000			11,000			J 18
19													472	Fire Extinguishers (4)			80		80			0						K 19
20													498	Maps (4)			70		70			70			70			L 20
21														MISCELLANEOUS														21
22													464	Key Racks (2)			180		180			90			90			M 22
23													499	Wheel Chairs (3)			375		375			165			165			N 23
24													499	Other Miscellaneous			5599		5599			0						P 24
25	8500			16140						16140	16140			TOTAL			39425		7785			17748			12,881			25
26	None			16140						16140	16140			Less Transfer to Purchaser			3942		7785			17748			12,881			26

BUDGET ESTIMATE INDEX NO. 551 OPPOSITE SHEET NO. 6 EXPLANATION SHEET Page 2 of 3 1202

Fiscal Year	O.E.	Description	1959-1960 Actual Expenditure	Budget Allowance	1960-1961 Actual Expenditure	Probable Expend.
1959-1960	402	Chairs, straight	$ 65			
	404	Wheel Chairs	97			
	406	Time Clock	149			
	456	Ambulance	7746			
	482	Laryngoscopes	362			
	482	Baumanometer	95			
	404	Auto Safety Belts	122			
1960-1961	404	Footstools		$ 140		$ 140
	456	Ambulances		16000		16000
		Total	$8636	$16140		$16140

A. Based on current years experience.

B. Based on current years experience.

C. Eliminate 1960-1961 items.

D. Desk, typewriter (1) for typist $131.
Carpenter reports it is not worth repairing. Mr. Leary has no exchange or replacement. Scrap Value 0.

E. Chair, Swivel for Booking Steward $40.
Existing one has fallen apart. Cannot be repaired.

F. Typewriter (1)
Royal Typewriter #53-081 Serial #1746860
Scrap Value $5 Net $205

G. Time Clocks
To accurately time ambulance calls. One each for Central and Harbor. All over 20 years old, parts hard to get. 2 @ 169 less 10% turn in 152 each plus tax $160 each - $320.

H. Gas Stoves, with oven (3)

Provide food for patients and personnel.
1 each at Park, Harbor, Alemany to replace worn out models there (All were inexpensive and are over 10 years old). Central Emergency Hospital has better model ($211.12, purchased 1959).

3 @ approx. $125.00 each $375

Turn-in - nil to $10.00

Harbor - #54-476
Alemany - #54-412
Park - Un-numbered

I. Refrigerators (2)
to maintain biologics, specimens, food.

1 each at Central & Park Emergency Hospitals. Both over 10 years old. *

Turn-in - nil to $10.00

1 @ $150.00 $150
1 @ $200.00 (larger model needed for Central) 200
$350

*Central - #54-112
Park - Un-numbered

J. O.E. 456 Ambulances (2)* $16000
*#27 - 121,614 miles - Oct. 1958
Laguna Honda Home
#29 - 127,149 miles - May 1960
D.P.W. Storage - Unsafe

K. Deleted by C.A.O.

M. Mayo Hacks (2)

Portable. To hold instruments, dressings, convenient for doctor's use at dressing tables.

One each for Central, and Alemany Emergency Hospitals for use in main treatment rooms. Now own none, so no replacement.

2 @ $45.00 each $90

N. Wheel Chairs, Folding (3)

To facilitate moving patients who do not need stretchers, but who have difficulty in walking.

One each to be carried in ambulance. Never carried before, so no replacement.

3 @ $55.00 each $165

L. Maps of San Francisco for ambulance crews; one for each hospital. Existing ones are torn, but, more particularly, are obsolete. There are at least 50 streets in existance since these maps were printed. Current map in use is obsolete and over 10 years old.

INDEX NO. 552 M.P.S. - HASSLER HEALTH HOME

EXPLANATION OF CHANGES & EXPENDITURES

	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	251,049	288,602	338,697	369,464	394,765	410,733	416,136	420,651	451,108	471,040
Number of Employments - Permanent	(93)	(107)	(107)	(109)	(109)	(109)	(108)	(108)	(102)	(105)
Allowance for Overtime	627	984	926	828	732	757	559	637	563	646
Holiday Pay	7,024	7,511	8,055	8,560	8,811	8,808	8,274	11,929	11,851	12,836
Maintenance Allowance	28,132	29,449	-	-	-	-	-	-	-	-
Sick Leave	759	1,032	770	2,023	1,211	1,619	1,067	931	1,082	812
Temporary Salaries	5,925	7,748	6,478	5,377	5,945	5,411	4,772	4,759	1,931	2,406
Military Leave	708	-	-	-	-	-	-	-	-	-
Wages	26,900	31,797	35,695	37,011	38,345	39,272	39,856	45,315	46,057	47,147
Retroactive Salaries	-	-	-	2,980	-	-	-	-	-	-
Number of Employments - Wages	(8)	(8)	(8)	(8)	(8)	(8)	(8)	(8)	(8)	(8)
Travel Expense - Local Fares	3,485	3,939	4,466	5,120	5,695	5,818	5,809	6,180	6,317	6,368
Allowance for Use of Employees' Cars	119	105	123	100	134	129	134	123	124	118
Maintenance & Repairs to Buildings	17,101	2,548	14,056	-	-	-	-	-	-	-
Maintenance & Repairs-Automotive Equipment	1,814	1,379	1,198	1,495	1,381	1,763	2,099	1,560	1,113	943
Heat, Light & Power	17,503	21,321	21,086	21,077	22,477	23,778	23,689	22,798	23,537	25,690
Laundry Service	9,267	10,179	9,280	10,200	12,000	12,000	12,000	12,000	12,000	12,000
Medical Service & Care (Dental)	4,997	3,997	4,509	4,806	5,000	5,007	4,999	4,798	3,409	4,998
Other Contractual Services	4,266	5,019	4,091	4,872	5,680	5,551	4,699	4,919	5,251	5,136
Fuels, Illuminants & Lubricants	1,119	1,271	1,539	1,918	1,774	1,815	1,904	1,708	1,651	1,772
Household & Institl. Supplies	3,973	2,728	4,634	4,227	2,957	3,003	2,665	4,008	3,050	3,680
Cleaning, Polishing & Lavatory Supplies	2,586	3,344	1,665	4,289	2,764	2,877	4,699	3,004	2,458	3,309
Dry Goods & Wearing Apparel	11,790	12,600	12,446	11,865	13,000	11,901	9,377	2,039	3,783	7,531
Foodstuffs	103,216	111,017	105,733	99,854	96,996	80,527	79,702	87,187	80,610	81,909
Drugs, Chemicals & Gases	10,417	10,947	12,468	4,752	8,788	15,662	14,857	9,520	9,195	9,779
Hospital & Lab. Supplies	4,128	4,432	2,874	2,308	3,660	3,588	2,675	3,329	3,731	2,767
Stationery & Office Supplies	1,000	1,081	615	668	671	773	684	356	358	534
X-Ray Film	2,892	869	1,743	2,235	1,842	1,347	1,338	934	934	987
Other Materials & Supplies	5,343	4,304	3,576	5,444	4,321	3,778	3,704	3,446	3,497	3,826
Equipment	7,689	6,613	5,070	10,320	9,704	6,846	6,958	908	7,004	3,484
Rental Charges	924	562	1,148	1,257	1,236	1,400	1,487	1,487	1,487	1,777
Wages - Gardeners								4,841	5,138	5,805
Number of Employments								(1)	(1)	(1)
TOTAL	[illegible]									

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1290

FISCAL YEAR 1961-1962

Department DEPARTMENT OF PUBLIC HEALTH — Bureau or Division HOSPITAL BUREAU — Appropriation Number 1,553.110 etc. — Sheet Number 1 of 10 Sheets — Index Number 553

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	Budget 1960-1961 Number of Employees Last Year	Budget 1960-1961 Number of Employees This Year	Budget 1960-1961 Rate	Budget 1960-1961 Amount (Dollars Only)	Supplemental Appropriations or Modifications Date	Supplemental Appropriations or Modifications Number of Employees	Supplemental Appropriations or Modifications Rate	Supplemental Appropriations or Modifications Amount (Dollars Only)	Expenditures 1960-1961 Actual Past 6 Months (Dollars Only)	Expenditures 1960-1961 Probable Last 6 Months (Dollars Only)	Expenditures 1960-1961 Probable for Year (Dollars Only)	Class Number of Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLES OR DESCRIPTION	(1) Number of Employees	(1) Rate	(1) Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 ( ) Decrease Force	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 ( ) Decrease Amount	Recommended by Office, Board Commission or Department Number of Employees	Recommended by Office, Board Commission or Department Rate	Recommended by Office, Board Commission or Department Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	(2) BUDGET as Recommended by the Mayor Rate	(2) BUDGET as Recommended by the Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Prior Index
1														RECAPITULATION														
2	(43)		44		284,250				- 7072	133366	144516	277880	110	Permanent Salaries	44		286955		2003	44		286955	44		302,883				
3	(1)		19		87010				- 3149	39688	44953	84641	110.002	Permanent Salaries-Kitchen Helper	19		87125		- 685	19		87125	19		91,484				
4	(1)		3		97871				- 2063	47040	50960	98000	110.004	Permanent Salaries-Orderly	28		117519	5	18048	27		114141	25		118,956				
5	(1)	1	19		74240				- 3143	36226	41171	77397	110.003	Permanent Salaries-Porter	19		74240		- 521	19		74240	19		80,586				
6					2700				- 177	1194	1377	2571	110.004	Inmate Help			2700					2700			2,700				
7	(43)		105		544934				- 13277	258158	282761	540919		Total Salaries Object	110		568539	5	18845	109		565161	107		596,609				
8	640				585					307	318	625	111	Overtime			700		155			700			600				
9	13820				15256					5712	6512	12224	112	Holiday			16311		1067			16311			14,982				
10	81				800					484	616	900	115	Sick Leave			900					900			850				
11	(1)				3110					991	109	3100	120	Temporary Salaries			3515		415			3515			3,100				
12	47247		8		54607					27199	27408	54607	130	Wages	8		56271		1464	8		56271	8		56,106				
13	6305	1	1		6527					3052	3475	6527	13.000	Wages-Gardener	1		6527		299	1		6527	1		6,527				
14													140	Fees and Other Compensation			6000		6000			6000			0				
15	(111) 54,944		114		578518				- 11277	284,[illegible]	279041	563713		Total Personal Service	119		658763	5	30245	118		655385	116		628,224				
16	56111				58798					29410	29388	58798	200	Contractual Services			58898		4243			58798			57,289				
17	118				180					91	45	140	201	Use of Employees' Cars			180		40			180			175				
18	16411				18110					8006	8704	18110	300	Material & Supplies			22590		480			22404			18,910				
19	9239				15000					6[illegible]	7[illegible]	15000	301	Drugs, Medicals, Gases			14500		- 500			14500			12,500				
20	3967				4500					1[illegible]	2[illegible]	3500	302	Hospital and Lab. Supplies			4045		1545			4045			4,045				
21	91[illegible]				101000					[illegible]	101000	303	Foodstuff			104836		1836			104296			95,000				
22	937				1000					17	1000	1250	304	Linen Supplies			1250		250			1250			1,250				
23	1492				5000					[illegible]	[illegible]	4000	400	Equipment			23632		18232			19167			2,632				
24	1777				1777					889	1[illegible]	1777	500	Fixed Charges			2581		804			2581			2,581				
25	(111) 57[illegible]		115		[illegible]				- 1177	1[illegible]	41[illegible]	81[illegible]		Total	119		911275	5	61175	118		882406	116		828,254				
26														[illegible]															
27	4[illegible]				[illegible]					[illegible]	[illegible]	[illegible]		Contractual Services			5528		320			5528			5,328				
28	[illegible]				[illegible]					[illegible]	[illegible]	[illegible]		Materials & Supplies			9705		1905			9705			[illegible]				
29	9[illegible]				[illegible]					[illegible]	3578	[illegible]		Postage			8540		1836			8000			[illegible]				
30	1[illegible]				[illegible]					[illegible]	[illegible]	2[illegible]		Equipment			23632		18232			19167			[illegible]				
31	[illegible]				[illegible]					[illegible]	1[illegible]	[illegible]		Total Current Expenses			47505		22093			42500			32,525				
32	[illegible]				[illegible]					[illegible]	[illegible]	[illegible]		Less Rent, Light & Power			2850		1850			2850			2,850				
33	[illegible]				[illegible]					[illegible]	[illegible]	12000		Less I.H.S., Laundry			12000					12000			12,000				
34	18[illegible]				[illegible]					1[illegible]	11[illegible]	[illegible]		Less S.F.G.H. Cost Of			21498					21498			21,498				
35	[illegible]				81[illegible]					[illegible]	[illegible]	[illegible]		[illegible]			[illegible]		[illegible]			[illegible]			[illegible]				

CONTROLLER'S FORM No. 4318

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1291

DEPARTMENT OF PUBLIC HEALTH

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Item No.	BUDGET Number of Employees	BUDGET Rate	BUDGET Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Amount	ESTIMATED 1960-1961 Actual 8 Months	ESTIMATED 1960-1961 Probable 4 Months	ESTIMATED 1960-1961 Probable for Year	Item Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962	Number of Employees	Rate	Amount	(1) Budget Year 1960-1961 Item No.	(1) Budget Year 1960-1961 Amount	(2) Recommended by the Mayor Number of Employees	(2) Recommended by the Mayor Rate	(2) Recommended by the Mayor Amount	(3) Adopted by Board of Supervisors Number of Employees	(3) Adopted by Board of Supervisors Rate	(3) Adopted by Board of Supervisors Amount	Note and Index	Line No.
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
1	(113) 638366		124		746920				-13975	368550	185002	733977			117		783442	5	37032	110		779550	110		788,906			1
2																												2
3																												3
4																												4
5																												5
6																												6
7																												7
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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1292

Dept. or Bd. or Comm. DEPARTMENT OF PUBLIC HEALTH — Bureau or Division HASSLER HEALTH HOME — Appropriation Number 1.553.110.000 — Sheet Number 3 of 10 Sheets — Index Number 553

No.	Actual Expenditures (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR ADJUSTMENTS Date	Number of Employees	Rate	Amount (Dollars Only)	(EXPENDITURES) 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease Number	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount
1	Number of years 1959-1960					12/11	CR		.0077				110	PERMANENT SALARIES														
2	1	1	1	644	7728								D6	Accountant II	1	530-644	7066	- 662		1	530-644	7066	1	543-660	7,546			
3				150												150-									350-				
4				425	10200								1408	General Clerk-stenographer	2	425	10200			2	425	10200	2	447-458	10,765			
5	1	1	1	341	4980								8512	General Clerk-Typist	1	341-415	4980			1	415	4980	1	438	5,256			
6	1	1	1	367	14427								0127	Watchman	3	302-367	14427		83	3	367	14427	3	310-376	14,271			
7													12	Kitchen Helpers (Spec. Acct.) (Operate Dept.)														
8													1110	Orderly (Spec. Acct.) (Operate Dept.)														
9				325									1200	Porter (Operate Dept.)														
10	1	1	1	395	4870								1201	Porter Foreman	1	325-345-395	4870			1	325-395	4870	1	341-415	5,110			
11	1	1	1	341	4042								1124	Operations	1	341	4042		32	1	341	4042	1	302-367	4,354			
12		11	1	505	5106								1302	Instr. Recreation Therapy	1	505	5474		368	1	505	5474	1	415-518	5,606			
13	1	13	1	543	6696								155	Clin. Lab. Technologist	1	543	6696			1	543	6696	1	447-520	7,020			
14	1	14.1	1	518	5966								1202	Dietitian	1	415-518	6216		250	1	518	6216	1	447-543	6,516			
15	1	15.1	1	1,242	14826								1303	Speech Therapist, M.H.H.	1	1,242	14826			1	1,242	14826	1	1022-1305	15,582			
16	2	16.1	2	Rate 1154	5333								1304	Phy. & Occup. Specialist, I.T.	2	Rate 950-1154	5463		128	2	Rate 950-1154	5463	2	947-1,12	5,237			
17	1	16	1	1154	11317								1304	Physician-Specialist	3	950-1154	41315		- 2	3	950-1154	41315	3	947-1,12	43,903			
18	1	17	1	745	8940								054	Supervisor, Bldgs. & Grounds	1	613-745	8940			1	613-745	8940	1	644-782	9,384			
19	1	18.1	1	493	5796								1301.1	Jr. Operating Engineer	1	405-493	5916		120	1	405-493	5916	1	4,5-518	6,216			
20	1	19.	1	556	6672								1141.1	Operating Engineer	1	458-556	6672			1	458-556	6672	1	401-554	7,008			
21	14	20	14	458	70551								110	Registered Nurse	14	376-458	81253		1702	14	376-458	81253	14	462	85,442			
22		20.1		1.0.									110	Reg. Nurse (Emerg. Hf.)		Day 18.90					Day 18.90							
23	2	21	2	518	44361								1106	Head Nurse	2	518	44247		- 1	2	518	44247	2	554	46,247			
24	1	22	1	630	8036								1112	Director of Nursing	1	630	7560			1	630	7560	1	643	7,560			
25	1	23.1	1	691	8046								1107	Supervising Nurse	1	605-691	8042			1	493	8042	1	518	6,346			
26	(44) 46961	24	44		280952					133306	144514	277880		Inmate Help (Spec. Acct.) (Operate Dept.) TOTAL	44		286955		2003	44		286955	44		302,883			

BUDGET ESTIMATE INDEX NO. 553 OPPOSITE SHEET NO. 3 EXPLANATION SHEET

Annual Salary Adjustment

CONTROLLER'S FORM No. 4150

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1294

1.553.110.001
1.553.110.002
1.553.110.003
1.553.110.004

Department DEPARTMENT OF PUBLIC HEALTH Bureau or Division HAVENS HEALTH HOME Appropriation Number Sheet Number 4 of 10 Sheets Index Number 553

Sec.	Actual Expenditures 1960-1961	Fiscal Year 1960-1961 Budget: Number of Employees	Rate	Amount (Dollars Only)	Supplemental Appropriations or Modifications: Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961: Actual First 8 Months (Dollars Only)	Probable Next 8 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Title	Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease: Number of Employees	Amount	(2) Recommended by Office, Board Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(3) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	Number of Employees	0.557.110.001			12-31	OR		-3149					PERMANENT SALARIES																
2	14											12	Kitchen Helpers	19	275-333	87125		- 685	19	275-333	87125	19	288-350	91,484				A
3	(19)												Total	19		87125		- 685	19		87125	19		91,484				
4																													
5													PERMANENT SALARIES																
6	21											1110	Orderly	23	275-333	100407		936	23	275-333	100407	23	302-367	111,023				A
7												1110	Orderly (New)	5	275-333	17112	5	17112	4	275-333	13734	2	302-367	2,933				B
8	(21)												Total	28		117119	5	18048	27		114141	25		118,956				
9																													
10													PERMANENT SALARIES																
11	12				12-31							1204	Porter	19	275-333	74240		- 521	19	275-333	74240	19	285-358	80,586				A
12	(19)												Total	19		74240		- 521	19		74240	19		80,586				
13																													
14													PERMANENT SALARIES																
15													Inmate Help		Not Over 50	2700				Not Over 50	2700		Not Over 50	2,200				
16													Total			2700					2700			2,200				
17																													
18																													
19																													
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21																													
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33																													
34																													
35																													

A. Annual Salary Adjustment.

B. New Position

I-116 Orderlies (4)

Since receiving 39 geriatric patients in December of 1959, and the increase number of TB geriatric patients being admitted to this institution, it is not possible to give these patients the necessary care they require. There are parts of the hospital unused, [illegible] orderlies. With four new orderlies Hassler Health Home will be able to maintain the high standard of nursing which was noted in the 1960 Grand Jury Report.

CONTROLLER'S FORM No. 4130

CITY AND COUNTY OF SAN FRANCISCO 1296
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1.553.111.000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1.553.112.000
FISCAL YEAR 1961-1962 1.553.115.000
1.553.120.000

Department or Board or Commission: DEPARTMENT OF PUBLIC HEALTH Bureau or Division: LAGUNA HONDA HOME Appropriation Number Number 5 of 10 Sheets Index Number 553

Object No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET: Salary Standardization Ordinance Item No.	BUDGET: Number of Employees	BUDGET: Rate	BUDGET: Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Number of Employees	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Rate	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual First 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable Last 6 Months (Dollars Only)	EXPENDITURES 1960-1961: Probable for Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 5 ( ) Decrease: Amount	Recommended by Office Board Commission or Department: Number of Employees	Recommended by Office Board Commission or Department: Rate	Recommended by Office Board Commission or Department: Amount (Dollars Only)	2) BUDGET as Recommended by the Mayor: Number of Employees	2) BUDGET as Recommended by the Mayor: Rate	2) BUDGET as Recommended by the Mayor: Amount	3) BUDGET as Adopted by Board of Supervisors: Number of Employees	3) BUDGET as Adopted by Board of Supervisors: Rate	3) BUDGET as Adopted by Board of Supervisors: Amount	Reasons
1		0.5	1.111	000										PERSONAL SERVICES-OVERTIME															
2	646				565					307	318	625	*111	Overtime			700		155			700			600				A
3	646				565					307	318	625		TOTAL			700		155			700			600				
4																													
5		0.5	1.11	000										PERSONAL SERVICES-HOLIDAY															
6	12826				13944					6732	6512	13244	112	Holidays			16311		3067			16311			14,982				
7	12826				13944					6732	6512	13244		TOTAL			16311		3067			16311			14,982				
8																													
9		0.5	1.115	000										PERSONAL SERVICES- SICK LEAVE															
10	812				900					234	616	900	115	Sick Leave			900					900			850				
11	812				900					234	616	900		TOTAL			900					900			850				
12																													
13		0.5	1.120	000										PERSONAL SERVICES-TEMPORARY SALARIES															
14	2406				3100					891	2109	3100	120	Temporary Salaries			3515		415			3515			3,100				D
15	2406				3100					891	2109	3100		TOTAL			3515		415			3515			3,100				
16																													
17																													
18																													
19														* Supplemental appropriation will be necessary to complete fiscal year.															
20																													
21																													
22																													
23																													
24																													
25																													
26																													
27																													
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34																													
35																													

BUDGET ESTIMATE INDEX NO. 553 OPPOSITE SHEET NO. 5

EXPLANATION SHEET

A. ITEM 1.551.111.000 OVERTIME

Purpose & Need

Class No.	Actual Exp. 1959-60	Budget 1960-61	Actual Exp. 7/1/60-12/31/60	Estimated 7/1/60-6/30/61	Estimated 1961-1962
B-6	201	176	75	165	225
B-408	7		6	25	50
B-512	27				
C-152	56	47	27	125	100
I-2	60	66	24	50	50
I-204	32	28	22	45	45
O-54	61	117			
O-166.1	87				
O-168.1	115	91	153	141	225
	646	545	307	625	700

Request based on prior years expenditures and allowing for increases in salaries by the 1961 salary survey.

Overtime - $700.

B. BUDGETED & ACTUAL EXPENDITURES

Class No.	1959-60	1960-61	7/1/60-12/31/60	Estimate 7/1/60-6/30/61	1961-62 Budget
B-6	286	200	37	200	202
B408	246	190	83	190	245
B512	116	100	26	100	115
C152	562	500	185	500	652
I-2	3496	4000	1238	4000	4173
I116	3246	3000	1094	3000	3324
I204	1595	1600	579	1600	2376
I254	22				222
I202	87	58		58	
O-54	48	48		48	
0166.1	132	100	116	100	171
0168.1	270	300		100	283
P102	2445	2648	962	2648	3636
P104	225	500	106	500	912
	12826	13244	4384	13244	16311

COMPUTATION OF HOLIDAY PAY
(Basis - Regular Staff)

Class. No.		Monthly Salaries	Daily Salary Rate at 1/	Number of Holidays	Amount	Number of Persons Employed	Total
1.	B 6	584	40.44	5	202	1	202
2.	B408	425	29.43	8 1/3	245	1	245
3.	B512	415	28.74	4	115	1	115
4.	C152	382 A	26.46	12 1/3	326	2	652
5.	I2	368 A	24.11	12 1/3	297	13	3861
			1.92 SS	12 1/3	24	13	312
6.	I116	368 A	24.11	12 1/3	297	11	3267
			1.50 SS	12 1/2	19	3	57
7.	I204	368 A	24.11	12 1/3	297	8	2376
8.	I202	333 A	36.91	6	222	1	222
9.	0166.1	493	34.14	5	171	1	171
10.	0168.1	556	38.50	7 1/3	283	1	283
11.	P102	473 A	32.75	12 1/3	404	9	3636
12.	P104	533 A	36.91	12 1/3	456	2	912
							16311

TOTAL HOLIDAY PAY

1. B 6 Required to prepare payrolls which fall on holidays.
2.(B408 Required to operate the switchboard.
3. B512
4. C152 Two watchmen required every night of year.
5. I2 The same number of persons eat on holidays, as any other day of the year.
6. I116 This represents 44% of orderly staff and is necessary to operate this institution on a twenty-four hour basis.
7. I204 One required for each ward and also to pick up garbage on holidays.
8. I202 It is required that dietitian prepare special diets on holidays which fall in conjunction with weekends and when there are two holidays in one week.
9.(0166.1 It is necessary to have an engineer working every day of the year.
10.(0168.1
11. P102 Necessary requirement for minimum staff of nurses on each holiday.
12. P104 Head nurse supervises the nurses and orderlies on holidays.

Notes
A - Communicable Disease rate included
SS - Split shift work

ITEM 1.551.115.000 SICK LEAVE - REPLACEMENT

Purpose & Need

Class No.	Expenditure 1959-1960	Budget Allowance	7/1/60 12/31/60	Est. 7/1/60-6/30/61	Est. Request 7/1/61-6/30/62
B-6	813.				
B412		60	82	82	60
I2		275	202	257	275
I204		275		275	275
L55		400	376	400	400
	813	950		950	950

Sick Leave - Replacement $900

ITEM 1.551.1[illegible] VACATION

Purpose & Need

Class No.	Expenditure 1959-1960	Budget 1960-61	7/1/60 12/31/60	Est. 7/1/60-6/30/61	Est. Request 7/1/61-6/30/62
A	317				
B	413	400	387	350	400
C	289	300	381	375	300
D		110	72	300	250
E		1000	106	500	500
I	319	700	122	500	700
I	23	700	23	500	400
I	125	400		225	300
L-55	657	220		250	200
O-166.1	233	170			345*
O-168.1					
	2406	3100	991	3100	3375

* Charter amendment allows employees to accumulate their vacations. The operating engineer will be [illegible] this year for his four weeks vacation.

Temporary Salaries - $1,600

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1298

1,553,130,000
1,553,130,009
1,553,140,000

Department DEPARTMENT OF PUBLIC HEALTH — Division HASSLER HEALTH HOME — Appropriation Number 1,553,140,000 — Sheet Number 6 of 10 Sheets — Index Number 553

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 62.2 Items for 1-31-1961	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 (—) Decrease Items	Amount	(2) Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Remarks
1		0,553,130,000												WAGES														
2	16923	1	4	U-Day 20.53	20722					10384	10338	20722	112	Cook	4	U-Day 20.53	20860		138	4	U-Day 20.53	20860	4	U 20.53	20,860			A
3	1936				3809					1554	2255	3809		Vacation-Holiday-Overtime-Sick Leave			3783		-26			3783			3,783			
4	9465	1	1	U-Day 26.77	6757					3499	3258	6757	416	Chef	1	U-Day 26.77	6800		43	1	U-Day 26.77	6800	1	U 26.77	6,800			A
5	1195				1247					747	500	1247		Vacation-Holiday-Overtime-Sick Leave			1260		13			1260			1,260			A
6	10130	3	2	V24.36 25.80	12456					5826	6830	12456	44	Laborer	2	V24.36 25.80	12956		502	2	V24.36 25.80	12956	2	V 24.36 25.80	12,956			A
7	1461				898					805	93	898		Vacation-Holiday- vertime-Sick Leave			1290		392			1290			1,125			A
8	6438	4	1	V27.12 28.64	6930					3359	3571	6930	41	Chauffeur	1	V27.12 28.64	7196		266	1	V27.12 28.64	7196	1	V 27.12 28.64	7,196			A
9	1519 (8)				1990					836	1154	1990		Vacation-Holiday-Overtime-Sick Leave			2126		136			2126			2,126			A
10	47147		8		54807					26808	27999	54807		TOTAL	8		56271		1464	8		56271	8		56,106			
11																												
12		0,553,130,009												WAGES - GARDENER														
13	(1) 5805	5	1	D24.36 28.64	6527					3263	3264	6527	058	Gardener	1	D24.36 28.64	6527		299	1	D24.36 28.64	6527	1	D 24.36 28.64	6,527			A
14	(1) 5805		1		6527					3263	3264	6527		TOTAL	1		6527		299	1		6527	1		6,527			
15		0,553,130,000																										
16														PERSONAL SERVICES-FEES & OTHER														
17													140	Fees & Other Compensation			6000		6000			6000			0			B
18														TOTAL			6000		6000			6000			0			

BUDGET ESTIMATE INDEX NO. 553 OPPOSITE SHEET NO [illegible] EXPLANATION SHEET

A. Annual Salary Adjustment.

B. To provide funds for a part time X-ray technician and a part time radiologist to take over the operation of the X-ray at Hassler Health Care.

X-ray technician	$[illegible]
Radiologist	[illegible]
	$[illegible]

Controller's Form No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1300
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1.553.200.000

Department or Institution: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: HASSLER HEALTH HOME — Appropriation Number 1.553.203.000 — Sheet Number 7 of 10 Sheets — Index Number 553

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	Fiscal Year 1960-1961 Number Salary Ord. Sec. No.	Number Class No.	Number No. of Employees	Rate	Amount (Dollars Only)	Accidental Appropriations and Adjustments Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months	Probable Last 6 Months	Probable for Year
	1	2	3	4	5	6	7	8	9	10	11	12	13
1		0.551.100.000											
2													
3	6160					6400					1116	2984	4100
4	943	0.551.116.553				1400					650	750	1400
5	75					75					66	9	75
6	547					1000					523	477	1000
7	5000	0.551.211.151				15000					10906	15327	26233
8	2911	0.551.211.551				2900					1545	1455	2908
9	114					140					44	96	140
10	12000	0.551.216.551				12000					6000	6000	12000
11	100					96					50	46	96
12	390					425					220	205	425
13	1000	0.551.250.551				1008					504	504	1008
14	4200	0.551.200.001				4200					2593	1607	4200
15	50					100					75	25	100
16	15					75					8	18	25
17	56119					56055					29410	29480	58890
18	4000					5308					1080	4228	5308
19	25000					25000					13550	11450	25000
20	12000					12000					6000	6000	12000
21	42472					43808					19595	23946	43541
22	12663					14367					7181	7139	14320
23													
24		0.551.201.000											
25	110					140					95	45	140
26	110					140					95	45	140
27													
28													
29													
30													
31													
32													
33													
34													
35													

Line No.	(1) Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 9 and 8 (-) Decrease Force	Amount	Recommended by Office, Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Code	Line No.
	10	14	16	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1		CONTRACTUAL SERVICES																1
2	206	Travel Expense			400		400			400			0					2
3	207	Travel Expense			6750		450			6750			6,500				C	3
4	216	Maint. & Repair - Auto Equip (F)			1400					1400			1,300					4
5	218	Maint. & Repair -Office Equip.			210		135			210			120				C	5
6	219	Maint. & Repair -Other Equip.			1554		554			1554			1,250				D	6
7	231	Heat, Light & Power (U)			26850		1850			26850			26,850				E	7
8	232	Telephone & Telegraph (U)			3220		320			3220			3,000				F	8
9	235	Subscriptions			135		9			135			125				G	9
10	236	Laundry Service (JFOH)			12000					12000			12,000					10
11	241	Rental of Equipment			96					96			96					11
12	255	Subsistence & Care of Animals			550		125			550			440				H	12
13	256	Pest Control (F)			1008					1008			1,008					13
14	267	Medical Serv. & Care (Dental)			4375		175			4375			4,325				I	14
15	269	Other Prof. & Spec. Services			300		200			200			125				J	15
16	290	Other - Contractual Services			50		25			50			50				K	16
17		TOTAL			58898		4243			58798			52,289					17
18		Less Transfers to Purchaser			5628		320			5628			5,308					18
19		Less Heat, Light & Power			26850		1850			26850			26,850					19
20		Less [illegible] Laundry			12000					12000			12,000					20
21		TOTAL TRANSFERS			44478		2170			44478			44,158					21
22		[illegible]			14420		2073			14320			13,131					22
23																		23
24		USE OF EMPLOYEES' CARS																24
25	203	Use of Employees' Cars			180		40			180			175				L	25
26		TOTAL			180		40			180			175					26
27																		27
28																		28
29		*Supplemental appropriation required to complete salaries based on new classifications.																29
30																		30
31																		31
32																		32
33																		33
34																		34
35																		35

Travel expense for the superintendent of [illegible] Convention of American Thoracic Society - - American College of Chest Physicians. Meeting to be held in the Fall, 1961. Location: Usually held in Mid-West.

Travel Expense - 1960

July	$45.
August	$67.
September	$45.
October	$49.

Travel expense is allowed to employees [illegible] stated in the Administrative Code, Sec. 16.94 and Sec. 16.95. This travel expense is allowed because there is no public transportation furnished to this institution.

Ward Harris Dictating Service	90.
Typewriter Service	75.
Adding Machine Service	45.
	210.

Maintenance and Repair - Office Equipment $210.

Maintenance

Refrigeration	$800
Sterilizers	80
X-Ray Calibration	50
Dishwasher	150
Emergency repairs	420
	[illegible]

Maintenance and Repair - Other Equipment $1554.

In accordance with letter from P.U.C. 12/29/60.

For service, emergency repairs for the telephone system at Hassler Health Home for the fiscal year 1961-62.

Increased cost of subscriptions.

Butchering Hogs	200
Veterinarian Service	350
	550

Subsistance and Care of Animals $550.

Estimate as submitted by Dentist contracting for service.

Demurrage charge on Oxygen	140
Repair to patients glasses (new)	60
	200

Other Professional and Special Services $200.

In accordance with estimate for film badge service.

It is necessary for the accountant at Hassler Health Home to make thirty (30) trips a year from Hassler to the City Hall and the Health Department Central Office. The purpose of these trips is to expedite each payroll, budget preparation, reconcile Hassler ledgers with the Controller's appropriation ledger and any other business necessary to carry out the operation of this institution.

30 trips x 60 miles equals 1800 x $.10 equals $180

Use of Employees' Cars $180.

o Specific date and place not set at Budget time.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1302

Department DEPARTMENT OF PUBLIC HEALTH Bureau or Division HALE-LEE HEALTH HOME Appropriation Number 1,553,300.000 / 1,553,361.000 / 1,553,362.000 Sheet Number 8 of 10 Sheets Index Number 553

Line Number	Actual Expenditures Last Year (Dollars Only)	FISCAL YEAR 1960-1961 Budget: Class No.	Number of Employees	Rate	Amount (Dollars Only)	Supplemental Appropriations or Reductions to Budget: Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures Actual First 6 Months (Dollars Only)	Expenditures Probable Last 6 Months (Dollars Only)	Expenditures Probable for Year (Dollars Only)	(1) Class Number or Title	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 ( ) Decrease: Force	Comparison of Request With 1960-1961 Budget Cols. 3 and 6 ( ) Decrease: Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Recommended by Office, Board, Commission or Department: Rate	Recommended by Office, Board, Commission or Department: Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	(2) BUDGET as Recommended by the Mayor: Rate	(2) BUDGET as Recommended by the Mayor: Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	(3) BUDGET as Adopted by Board of Supervisors: Rate	(3) BUDGET as Adopted by Board of Supervisors: Amount
1		[illegible]												[illegible]													
2	3[illegible]			00						115	85	200	301	Hdwe. & Tools			355		155		300		200				
3	2[illegible]			25						174	51	225	303	Replacement Parts- [illegible]			383		153		383		225				
4	1[illegible]			00						7[illegible]	[illegible]	200	306	Shop Field Eqpt. Farm Supplies			200				200		200				
5	2[illegible]			00						147	53	200	311	Aggregates Ldg. Materials			335		135		335		200				
6	1[illegible]			00						93	107	200	313	Lumber - Millwork			275		75		275		200				
7	919			400						284	116	400	315	Builders - Misc. Hdwe.			876		476		750		400				
8	1[illegible]			175						71	54	125	316	Pipe, Plumbing Supplies			233		58		233		125				
9	2[illegible]			250						100	150	250	317	Electrical Supplies			284		34		284		250				
10	1[illegible]			200						111	89	200	318	Paint, Paintmrs Supplies			355		155		355		200				
11	1[illegible]	[illegible]		1[illegible]						2[illegible]	9[illegible]	1[illegible]	1.1	Gasoline, Oil, Tube, [illegible]			2180		280		2180		1,900				
12	4[illegible]			1[illegible]						2[illegible]	1[illegible]	3900	331	Household & Hospit. Supplies			4263		363		4263		3,900				
13	3[illegible]			1[illegible]						1[illegible]	1455	3[illegible]	335	Clothing & Luv. Supplies			3080		480		3500		3,200				
14	7841	[illegible]		5[illegible]						2841	[illegible]	5600	341	Dry Goods & Fabrics (1)			7225		1225		7225		6,400				
15	11[illegible]			350						251	137	350	371	Stationery & Office Supplies			396		46		396		350				
16	1[illegible]	[illegible]		3[illegible]						[illegible]	3[illegible]	3[illegible]	375	Textbooks, Teaching Aids (1)			300				300		300				
17	1[illegible]			1[illegible]						[illegible]	81	170	381	Horticultural Supplies			245		85		220		160				
18	5[illegible]			50						41	9	50	385	Forage, etc.			105		55		105		50				
19	2[illegible]			600						[illegible]	104	600	391	Recreational Supplies			900		300		900		600				
20	1[illegible]			1[illegible]						[illegible]	[illegible]	1[illegible]		[illegible]			22590		4488		22204		18,910				
21	[illegible]			[illegible]						[illegible]	[illegible]	[illegible]		Less Transfers to [illegible]			9765		1965		9705		9,460				
22	10090			10310						5742	4568	10310		NET TOTAL			12825		2523		12499		10,310				
23																											
24		[illegible]																									
25	[illegible]			1[illegible]						[illegible]	[illegible]	1[illegible]	3.1	Drugs, Chemicals, Vacc.			14500		- 500		14500		14,500				
26	1[illegible]			1[illegible]						[illegible]	[illegible]	1[illegible]		[illegible]			14500		- 500		14500		14,500				
27																											
28		[illegible]																									
29	[illegible]			1[illegible]						[illegible]	[illegible]	[illegible]	4.1	[illegible] Surgical & Lab. Supplies			4[illegible]		1[illegible]		4[illegible]		4,345				
30	1[illegible]			1[illegible]						1[illegible]	[illegible]	[illegible]		[illegible]			4[illegible]		1[illegible]		4[illegible]		4,345				
31																											
32	1[illegible]			[illegible]						[illegible]	[illegible]	[illegible]		[illegible] MATERIALS & SUPPLIES			[illegible]		5525		[illegible]		35,655				
33	2[illegible]			[illegible]						[illegible]	[illegible]	[illegible]		[illegible]			[illegible]		[illegible]		[illegible]		[illegible]				
34	[illegible]			1[illegible]						1[illegible]	[illegible]	[illegible]		[illegible]			3[illegible]		[illegible]		3[illegible]		35,655				
35																											

BUDGET ESTIMATE INDEX NO. 553 OPPOSITE SHEET NO. 8 EXPLANATION SHEET 1961

A. Tires and tubes necessary for seven vehicles operating at Hassler Health Home. These vehicles are operated on the hospital grounds, but also travel between Hassler and the City of San Francisco.

Tires and Tubes $300.

B. Replacement Parts for machinery have increased due to deterioration; most of the machinery at this institution has an average age of 20 years.

C. This request is necessary to maintain eight buildings at Hassler Health Home.

Aggregates - Building Materials $335

D. This request is necessary to perform the repair work for the fiscal year 1961-1962.

Lumber-Millwork $275.

E. This request is necessary to perform the repair work for the fiscal year 1961-1962.

Builders - Misc. Hardware $750.

F. Necessary replacements for the building and grounds at this institution for the fiscal year 1961-1962.

Pipe & Plumbing Supplies $233.

G. Based on prior years expenditures.

Electrical Supplies $284.

H. Hassler Health Home's eight buildings have not been painted on the outside since the hospital has been built except by inmate help. A request to have the hospital painted has been put in the Public Works Maintenance Budget but has failed to have been approved. It is necessary to do a considerable amount of outside painting in order to prevent major repair work. This painting will be done by inmate help at a considerable saving to the City.

Paint and Painters' Supplies $355.

I. Gasoline and oil are necessary to run seven vehicles at this institution. Because of our location twenty-five miles from San Francisco city limits, it is necessary for us to pick up materials, supplies and foodstuffs at vendors located in San Francisco. It is also necessary for us to transport employees to and from the institution and the bus depot at Redwood City.

Gasoline, Oil, Lubrication $2,180.

J. This amount will be necessary to provide sufficient supplies for the eight buildings at Hassler Health Home for the fiscal year 1961-1962.

Household and Institutional Supplies $4263.

K. Based on expenditures of the fiscal year 1959-60 and the need to maintain the 305 acre area and the eight buildings making up Hassler Health Home in a high state of cleanliness.

Cleaning and Lavatory Supplies $1500.

L. This institution is still understocked in sheets and pillow cases. This situation was caused by the transfer of geriatric patients to this institution who require three or four bed changes per day.

Dry goods and Fabrics $7225.

M. Based on past experience.

Stationery and Office Supplies $396.

N. Increase in horticultural supplies is requested to improve the beautification of the 305 acres surrounding this institution.

Horticultural Supplies $220.

O. Request based on 1959-60 expenditure. This forage is used to feed a herd of 135 hogs. The hogs in turn are used for meat and served in this institution.

Forage $195.

[illegible] incapacitated. We have found that [illegible] possible to rehabilitate these patients to a condition where they can become independent of continuous nursing [illegible]

Recreational Supplies $900.

[illegible] Based on current experience.

[illegible] The appropriation for hospital and laboratory supplies for the current fiscal year 1960-1961 has been inadequate. Plans are being made at this time to perform more laboratory studies in the future. The primary purposes of these studies are to increase the care for the patients and raise the standards of the institution.

Hospital & Laboratory Supplies $4065.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,553,350.000
FISCAL YEAR 1961-1962 1,553,372.000

1504

Department DEPARTMENT OF PUBLIC HEALTH Bureau or Division HASSLER HEALTH HOME Appropriation Number 1,553,800.000 Sheet Number 9 of 10 Sheets Index Number 553

Line No.	Actual Expenditures 1960-1961 (Estimate)	FISCAL YEAR 1960-1961 BUDGET: Salary Ord. Sec. No.	Number of Employees	Rate	Amount	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS: Source	Number of Employees	Rate	Amount	EXPENDITURES 1960-1961: Actual First 6 Months (Estimate)	Probable Last 6 Months (Estimate)	Probable for Year (Estimate)	Gross Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 8 and 9 (—) Decrease: Number of Employees	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Symbols
1		(-3) 1,050,000												(CARRY OVER)													1
2	5040	(-3) 1,050,000		6704						3570	3570	6704	351	Canned Goods & Dried Fruits (F)			8540		1836		8000			8,000			A	2
3	1100			1143						825	505	1330	352	Sugar			1330				1330			1,150				3
4	34170			37352						19112	18240	37352	353	Dairy Products & Eggs			37352				37352			37,800				4
5	2911			3625						1777	1848	3625	354	Farinaceous Products			3625				3625			3,500				5
6	13816			19107						9175	9932	19107	355	Packing House Products			19107				19107			16,800				6
7	10030	(-3) 1,050,000		21498						10992	11506	21498	356	Meat Prep (Add)			21498				21498			20,800				7
8	8110			13384						5048	8336	13384	357	Liver Extracts			13384				13384			14,250				8
9	81000			104836						49964	54872	104836		TOTAL			104836		1836		106672			95,000				9
10	5040			8540						3570	4970	8540		Less Transfer to Purchaser			8540		1836		8000			8,000				10
11	26016			21498						11992	9506	21498		Less to Add'l Meat Prep			21498				21498			20,800				11
12	23856			30038						15562	14476	30038		Total Transfers			29698		1836		29698			28,800				12
13	58053			74798						34440	40350	74798		NET TOTAL			74798				76974			66,200				13
14																												14
15		(-3) 1,050,000												FIXED CHARGES - X RAY FILM														15
16	987			1000						770	480	1000	372	X-Ray Film			1250		-250		1250			1,250			B	16
17	987			1000						770	480	1000		Total			1250		-250		1250			1,250				17
18																												18
19		(-3) 1,050,000												FIXED CHARGES														19
20	1777			1777						1291	1290	2581		Fixed			2581		804		2581			2,581			C	20
21	1777			1777						1291	1290	2581		TOTAL			2581		804		2581			2,581				21
22																												22
23																												23
24																												24
25																												25
26														* Supplemental Appropriation Required to Complete Year.														26
27																												27
28																												28
29																												29
30																												30
31																												31
32																												32
33																												33
34																												34
35																												35

BUDGET ESTIMATE INDEX NO. 553 OPPOSITE SHEET NO. 9

EXPLANATION SHEET

110

	7/1/59-6/30/60	7/1/60-12/31/60	1/1/61-6/30/61	7/1/60-6/30/61	7/1/61-6/30/62
Canned Goods & Dried Fruit	$ 5840	$ 3126	$ 3578	$ 6704	$ 8000
Sugar	1100	825	505	1330	1330
Dairy Products & Eggs	32370	10110	21236	37352	37352
Farinaceous Products	2031	1279	2346	3625	3625
Packing House Products	13836	9175	9932	19107	19107
Meat	18016	10398	11100	21498	21498
Other Foodstuffs	8110	5045	8339	13384	13384
Total	$ 81309	$ 49954	$ 57036	$ 103000	$ 104296
Number of Meals Served	227443	114714	164644	279358	279358
Number of Meals Served Monthly	19204	19119	27441	23280	23280
Cost per meal for foodstuffs	$ .36	$ .39	$ .39	$ .39	$ .39

1. This request is based on current year's anticipated purchases of canned goods and the present patient load.

   Canned Goods & Dried Fruits $8000.

. This request for X-ray film is due to the increase in the price of this film.

   Photographic Supplies - X-ray Film $1250.

` Taxes paid to San Mateo County based on 1960-1961 tax bill.

CONTROLLER'S FORM No. 4000

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1506

Department DEPARTMENT OF PUBLIC HEALTH Bureau or Division HAGGLAR HEALTH HOME Appropriation Number 1,553,400,000 Sheet Number 10 of 10 Sheets Index Number 553

Line No.	Actual Expenditures 1960 Dec.	FISCAL YEAR 1960-1961 Number Salary Std. Sch. No.	Number Class No.	Rate	Amount	Date	Number of Emp. Employed	Rate	Amount	Budget 1960 1961 Actual Exps. 8 Months	Probable Exps. 8 Months	Estimate for Year	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Emp. Employed	Rate	Amount	Comparison of Request With 1960-1961 Budget Gain + and Decrease - Force	Amount	Mayor recommended by Office Board Commission or Department Number of Emp. employed	Rate	Amount	(2) BUDGET as Recommended by the Mayor Number of Emp. employed	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Emp. Employed	Rate	Amount	Note
1		(1,311,400,00)												EQUIPMENT														
2	3649				5400					5400	2467	5400		Grant Fund - Prior Year					-5400									
3														REPLACEMENT														
4													408	Dental Unit			4300		4300			4300		0				A
5													434	Steam Sweet Pot			495		495			495		495				B
6													482	Pulmonary Function Testing Mach.			372		372			372		0				C
7													44	Ice Cube Making Machine			350		350			350		350				D
8													43	Laboratory Machine ( )			5200		5200			5200		0				E
9													456	Motor Vehicle Truck 3/4 T			2550		2550			0						F
10													4	Hospital Mechanical Beds (20)			2080		2080			1040		1040				G
11													41	Typewriter			450		450			450		450				H
12													40	Barber's Chair			525		525			0						I
13													402	Breathing Machine Intermittent Positive Pressure			850		850			850		850				J
14													40	Exam Table (3)			870		870			655		655				K
15													40	Office Desk			225		225			225		225				L
16													40	Chairs, Wheelchair, Overbed (12)			595		595			595		595				M
17													404	Walkers (5)			395		395			395		395				N
18													40	Stool Chairs (10)			900		900			550		550				O
19													40	Metal Chairs (5)			550		550			550		550				P
20													404	Hair Dryer			125		125			125		125				Q
21													40	Belt Sander			140		140			0						R
22													40	Vertical Racks & Seats			140		140			140		140				S
23	3649				5400					5400	2467	5400		Total Equipment			23435		18035			19167		14635				
24	1641				5400					5400	2467	5400		Less Transfers to Capital Outlay			3435		3435			3435		3435				
25														Net Total														
26																												
27																												
28																												
29																												
30																												
31																												
32																												
33																												
34																												
35																												

Fiscal Year	O.E.	Description	1959-1960 Actual Expenditure	Budget Allowance	1960-1961 Actual Expenditure	Probable Expenditure
1959-60	484	X-Ray View Box	33280			
	434	Food Tray Trucks	76752			
	404	Hospital Beds	95160			
	456	Car (Rambler)	159730			
1960-61	404	Hospital Beds		1000	1057.00	
	406	Draperies		400	287.99	
	404	Wheel Chairs		900		917
	404	Bedside Rails		325	351.27	
	404	Barrel Chairs		525	545.00	
	426	Chain Saw		300		300
	442	Ice Cube Maker		700	709.20	
	482	Bed Pan Washer		1250		1250
			364922	5900	2952.46	2467

A. DENTAL UNIT $4,100
O.E. 482

REPLACEMENT

The present dental equipment was installed in 1927 when this institution was built. After thirty-three years of service this unit has become obsolete. It is recommended that this unit be replaced by a new one consisting of a chair, light, sterilizer, cabinet, x-ray film, level per and unit. Serial No. 55-892, 55-890.

B. STEAM JACKET POT, 40 GALLONS (1), STAINLESS STEEL $[illegible]
O.E. 434

The present steam jacket pot has holes in it. The holes have been filled temporarily until the pot can be replaced. It is anticipated that the pot will not last long in this temporary condition. Serial No. 55-1256.

C. PULMONARY FUNCTION TESTING MACHINE $372.
O.E. 482

A pulmonary function testing laboratory with a new testing machine to replace the old apparatus (which measures vital capacity only) for better detecting, characterizing and evaluating the severity of pulmonary impairments. It is essential to test the patients with tuberculosis, pulmonary emphysema, or other chest diseases. This machine will be used by every patient in this institution.

D. ICE CUBE MAKING MACHINE $2350.
O.E. 442

To replace 450 pound capacity ice cube machine presently in operation. This machine is rusted inside and out. It requires extensive repair which is impossible because of a lack of parts for this machine. The present ice cube making machine has no salvage value. Serial No. 55-1237.

E. DISHWASHING MACHINES (2) $5,200.
O.E. 456

To replace two dishwashing machines which have been regularly breaking down over the past year. Correct parts have been difficult to obtain, causing the machines to be out of operation for a period of several days at one time. Serial No. 55-1205, 55-1100.

F. Deleted By Chief Administrative Officer.

G. [illegible] $1,260.
O.E. 404

This request is made with the intention of gradually replacing old and obsolete beds now in use at this institution. New beds will guarantee easier adjustment of positions for better patients and facilitate medical treatments, nursing care, recreation, etc. The old beds have no salvage value.

H. TYPEWRITER (1) $250.
O.E. 426

Replace 1947 Remington Rand which has been used continuously to type medical records for all the patients of the institution. It is by overhaul typewriter is a standard type currently in use for the administration of Kessler Health Home

I. BARBER'S CHAIR $525
O.E. 404

New barber's chair is necessary in order to replace obsolete, irreparable and unsanitary chair now being used by the patients. Serial No. 55-1404.

NEW

J. [illegible] INTERMITTENT POSITIVE PRESSURE [illegible] (2) $4000.
O.E. 482

Two intermittent positive pressure breathing machines should be available to treat patients with pulmonary emphysema and acute pulmonary failure. There are presently twenty patients in this institution who would benefit by the use of this machine.

K. BATH TUBS (2) $455.
O.E. 404

Two (2) institutional tubs for women's ward. There is presently one tub in this ward being used by forty (40) patients. This one tub is inadequate for the number of patients required to be bathed by the orderlies.

L. REFRIGERATOR $[illegible]
O.E. 482

This refrigerator will be used to store drugs and medicines which require refrigeration while in the pharmacy. At present the pharmacy and laboratory adjoin each other, which allows drugs and medicines requiring refrigeration to be stored in the laboratory refrigerator. By December, 1960, a new pharmacy will be completed in a more logical location than at present, but it will be at a remote distance from the laboratory refrigerator, thus requiring a new one for the pharmacy.

M. TABLE, [illegible] MEDICAL, OVER BED TYPE (10) $[illegible].
O.E. 404

The addition of ten over-the-bed tables will gradually reduce the feeding problems of those aged patients confined to bed.

N. WALKERS (2) $175.
O.E. 404

Walkers are necessary to assist semi-ambulatory patients.

O. WHEEL CHAIRS (10) $900.
O.E. 404

Wheel chairs are now needed at this institution because of the increased number of non-ambulatory type patients. There are presently only 21 chairs being used (six metal folding chairs and fifteen wooden chairs) which have been repaired in order to keep in operation.

P. [illegible] CHAIRS (15) $210.
O.E. 404

The present number of chairs is inadequate and unsafe to be used as bed chairs for aged patients.

Q. HAIR DRYER $125
O.E. 404

For use by the Occupational Therapy Department in their efforts toward rehabilitation of female patients.

R. [illegible] (1) $150.
O.E. 434

At this time numerous repairs are made at this institution which require sanding. Presently all sanding is done by hand; this requires excessive labor hours and results are often below standard.

S. [illegible] $100.
O.E. 421

This amount of money is requested in order that the medical staff of this institution may purchase current medical books and texts, especially on chest disease, for the fiscal year 1961-1962.

T. Eliminate 1960-1961 Items.

1961-62 BUDGET MAJOR PROGRAM LAGUNA HONDA HOME

The current year 1960 witnessed the continued transition of Laguna Honda Home from a "Home for the Aged" to a "Chronic Hospital". Several new developments however, occurred during 1960 which are spelled out hereinafter.

In June 1960 two additional hospital wards were opened for a total of 58 beds and in December of 1959 another new hospital ward of 41 patients was opened. Thus a total of 99 additional hospital beds were added.

On the other hand the ambulatory population declined from a total of 572 on Jan. 1, 1960 to 544 on December 31, 1960. This decline was largely caused by economic factors, namely increased payments under Social Security and old Age Aid and the institution of new programs for disabled persons both under Social Security and under the State program Aid to Totally Disabled. Furthermore improved economic condition of the community as a whole were probably another factor which enabled their aged persons living outside and not suffering from acute illnesses to sustain themselves in their present environment and did not need to be admitted to the protective atmosphere of our ambulatory sections.

Admissions to the institution declined from 761 in 1958-59 to 672 in 1959-60. Transfers to Laguna Honda Home from U. F. G. H. remained about the same as follows; 415 in 1959-60 and 421 in 1958-59.

Discharges during the year were identical for both years namely 732. This includes deaths of 273 for 1959-60 and 201 for 1958-59. The total population both hospital and ambulatory on Dec. 31, 1960 was 1504.

Two phases of the program that need greater emphasis are the need for additional hospital beds for chronic or long term illness and extension and improvement in the field of Rehabilitation, particularly for C.V.A. "stroke" cases. First, with regard to the need for additional hospital beds internal and external pressures to hospitalize chronically ill persons are now greater than ever before. Because occupancy of hospital beds at L.H.H. is at a level of 99% and because deaths at L.H.H. have declined in the last few years and further because there are more aged people needing hospitalization, the need for additional hospital beds is most severe. Other factors creating pressure are a more aggressive policy on the part of the State Department of Mental Hygiene to return senile persons to the County of their residence. Also the increasing age of ambulatories now in residence at L.H.H. aggravates the need for more hospital beds.

In this connection a supplemental budget request is under consideration by the Mayor for opening three additional hospital wards at L.H.H., now vacant but equipped, in the recently completed E & F Buildings. These beds we believe will for the time being at least, relieve the urgent need in all of these areas cited above.

During 1960 the S.F. Heart Ass'n., has made a study of the program at Laguna Honda Home of rehabilitation for stroke cases. The committee has made two principal recommendations namely (a) the involvement of a working relationship between the S.F.G.H. medical staff and the medical staff of L.H.H. for the early transfer of those patients with the greatest promise of rehabilitation. It is hoped that the Department of Public Health will set this recommendation in motion. The second recommendation involves the increase in the staff of therapists engaged at L.H.H. in this and other related fields of therapy.

Two other new programs were instituted during 1960, one for the hospitalization of disabled "teen agers" and one for the Vocational Rehabilitation of cured T.B. patients some of whom have an alcoholic background. The first "teen agers" in history were accepted at L.H.H. on April 11, 1960 and since then two other youngsters have been admitted, one a 17 year old boy and the other a 16 year old girl. Of these three, one is totally paralysed due to accident and the second has cerebral palsy and the third is mentally retarded, but also with a history of epilepsy. This program was started at the request of the Bureau of Child Hygiene, Department of Public Health and is the forerunner of a program for teen agers no longer eligible for Crippled Children's benefits and who do not fit with any other environment. The reasons for developing such a program at L.H.H. are either social, financial or geographic or all or a combination of these factors. In any case the youths involved have become well adapted to their new environment.

The physical improvement of the buildings and plant made satisfactory progress in 1960. Buildings E & F were completed for some 200 additional patients and Building K, which includes both wards for senile patients and a modern rehabilitation center. Building L is currently under reconstruction and will be completed on about Feb. 28, 1961. Funds for the reconstruction of M & O Buildings are available in the current fiscal year and work will commence about May 1, 1961. There is still a need for other mechanical improvements and these have been requested for 1961-62. For the most part however, the physical plant of the institution is fast becoming in excellent condition.

LAGUNA HONDA HOME BUDGET RECOMMENDATION

July 1, 1961 - June 30, 1962

This budget recommendation has three main objectives as follows:

1. Raise the present standard of patients' care to a proper minimum

2. Licensure by the State of California of 10 ambulatory wards in order to (a) provide ate[illegible] are for the 5[illegible] patients in these wards (b) t[illegible]tain the reve[illegible] f[illegible] the City [illegible]ble from A A , B.A., and A.F.D. (c) to make eligible these patients for assistance under the [illegible] Medicare Program and to obtain reimbursement to the City and County for eye and dental care rendered thereunder.

3. Opening three additional wards for 114 patients to be transferred from San Francisco General Hospital.

OPENING THREE NEW WARDS - 114 ADDITIONAL PATIENTS

The nursing pattern is based on 1.75 hours of nursing care, professional and non-professional, inasmuch as that pattern was established in 1959 when Ward C 300 was opened and has been our and your recommendation in budgets for six years past. Paramedical and ancillary services [illegible] are likewise included. These services such as rehabilitation; clinical [illegible], must be increased on account of the additional patient load. We would emphasize that no increases were allowed in almost all ancillary services for Ward C 300, with 41 patients in 1959, nor for [illegible] and 59 patients in June 1960. Accordingly this latest addition of 114 patients with those previously opened for 99 will have added a total of 213 additional hospital patients without any increase in rehabilitation, laboratory, laundry, etc.

A hospital of 213 patients is of itself an institution of some size, larger for example, than all of Garden Hospital, Notre Dame or Mary's Help Hospitals, and almost as large as Franklin and St. Lukes Hospitals. Please note the following capacities and personnel for these other institutions:

	Bed Capacity (x)	No. of Employees
Garden Hospital	120	116
Notre Dame	170	218
Mary's Help	179	103
Franklin Hospital	240	440
St. Lukes	235	515
Fairmount	755	783

(x) Occupancy of these hospitals rarely exceeds 80% as compared with Laguna Honda Home Hospital occupancy of 99%.

The opening of Ward C 300 in 1959 and E & F 200 in 1960 without corresponding increases in related services naturally has caused a dilution and lower grade of care throughout Laguna Honda Home. For example, all remaining wards are receiving less clean laundry than previously in order to supply the new wards, [illegible] therapist time is given individual patients in rehabilitation [illegible] new patients, [illegible] tests are curtailed, X-ray examinations are deferred and postponed even in acute classes [illegible] the total quality of care of necessity has declined.

[illegible]

1 1-52 X-Ray Technician

The present budget provides for one X-ray Technician who works five days a week, Monday through Friday, from 8 A.M. until 4:30 P.M. This technician takes all the X-ray pictures, [illegible], does her own developing and dark room work, copies essential clerical records, arranges for transportation of patients from wards to the X-ray department, and assists the Roentgenologist and staff [illegible] in the interpretation of films. Over 5,000 X-ray pictures and fluoros[illegible] are taken each year [illegible] other emergencies patients requiring immediate diagnosis and X-ray are [illegible] To San Francisco General Hospital by ambulance. Unfortunately delay is necessary [illegible] emergency procedure. The growth of the hospital of Laguna Honda Home from a total of 700 hospital beds a few years ago to nearly 1200 hospital beds by July 1961, requires the augmentation of this essential diagnostic service. The additional technician would allow for the increase in the X-ray work [illegible] by the addition of beds and also an extended work week covering seven days. On the three days of the week that the technicians will work together, the working span of the X-ray department can be extended [illegible] hours earlier and several hours later during the day to better utilize the equipment and provide this essential tool to the physicians for early diagnosis.

[illegible]

There is but one licensed pharmacist at Laguna Honda Home. His classification is [illegible] Senior Pharmacist. He works a 44 hour week from 8 A.M. to 5 P.M. Monday through Friday, on Saturday from 8 A.M. to 12 Noon. The ordinary ward supply of drugs are issued to the various wards during the day, and an emergency [illegible] drugs is kept in the refrigerator on ward N 5. When these emergencies arise during the night and [illegible] Saturdays, Sundays or Holidays, the doctor draws his emergency drugs from this supply. On these occasions [illegible] required that is not stored in the emergency supply he must obtain a key to the pharmacy and withdraw the proper drugs or get along without it until the next working day of the pharmacist. This arrangement is unsatisfactory because (a) it is illegal and contrary to State law that drugs must be dispensed by a licensed pharmacist and (b) because some emergencies cannot be met at all.

The growth of the hospital from a 400 or 500 bed institution to a hospital of over 1000 beds has not been matched by an increase [illegible] staff of licensed pharmacists. There has been one licensed pharmacist at Laguna Honda Home for at least 30 years. [illegible] pharmacist is made available the pharmacy [illegible] morning and later in the evening and by an overlap of the working day [illegible] new position for pharmacist is allowed the four hours overtime now paid to [illegible] tal. The total number of prescriptions issued in 1959-60 were 23,977 as against 45,[illegible]

[illegible]

Laundry

[illegible]	[illegible]
1	[illegible]
1	1 154 Mark[illegible]
2	1 148 Laundry Utility Man

Nursing Service Room

1	1 [illegible] Stenotypist

Rehabilitation

1	1 102 Instructor in Occupational Therapy
1/2 (Time)	1 80 Speech Therapist (Increase from 20 hrs. to 40 hrs.
1	1 116 Orderly (Physiotherapy Aide)
1	1 116 Orderly (Occup. Therapy Aide)

Medical

1	1 95 Clinical Lab. Technologist
1	1 [illegible]
1/2 (Time)	1 160 Physician (20 hrs. per week)
1	1 152 X Ray Technician
1	1 112 General Clerk Typist (Medical Records)

Food & Diet Services

1	1 [illegible] Cook's Asst.
1	1 [illegible]
[illegible]	1 [illegible]

Nursing

7	1 [illegible]
1	1 [illegible]
1	1 [illegible] Head Nurse
1	1 110.1 Asst. Director of Nursing

Housekeeping

1	1 [illegible] Porter

EXPLANATION SHEET

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INDICE NO.-58-D.P.W. - LAGUNA MANDA HOME

COMPARATIVE SCHEDULE OF EXPENDITURES

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	379,951	439,662	462,738	558,796	650,366	772,377	790,524	771,292	946,661	1,158,228	1,288,208	1,616,861	1,807,674	1,953,544	2,146,421	2,433,520	2,640,540
Number of Employments - Permanent	(241)	(277)	(272)	(283)	(294)	(308)	(293)	(296)	(355)	(351)	(369)	(464)	(494)	(517)	(569)	(614)	(642)
Allowance for Overtime	1,257	2,302	1,068	1,236	1,092	986	1,021	1,779	1,622	1,790	3,001	3,441	3,210	2,800	4,343	4,600	4,224
Holiday Pay		-	9,570	14,487	18,399	19,735	21,981	20,673	25,562	24,753	31,768	37,035	38,243	42,456	70,447	77,242	3[illegible],167
Extended Work Week																	3,488
Maintenance Allowance	53,639	50,496	55,158	59,700	95,384	104,809	112,097	131,073	138,034	-	-	-	-	-	-	-	-
Sick Leave	2,248	1,882	1,019	1,670	593	4,198	7,578	4,427	6,547	3,685	3,649	3,817	4,016	4,189	2,530	3,932	4,534
Temporary Salaries	4,978	1,317	3,570	3,643	4,297	5,802	5,841	11,909	12,576	5,761	12,372	10,618	12,576	16,006	21,936	19,122	13,617
Military Leave	70	590	-	-	-	-	-	175	-	693	-	-	-	231	-	-	130
Wages		-	-	-	-	-	47,974	60,529	70,617	77,849	77,560	81,955	82,981	114,372	130,914	137,268	141,924
Number of Employments - Wages		-	-	-	-	-	(15)	(15)	(16)	(16)	(16)	(16)	(16)	(19)	(25)	(25)	(25)
Wages - Laborers																	
Wages - Skilled - Wages - Gardeners																	
Rate Per Day - Wages																	
Fees & Other Compensation																	
Maintenance & Repair of Buildings - Misc.	1,586	10,084	8,638	9,281	18,572	27,583	53,958	45,178	11,705	17,442	583	8,666	5,135	-	-	17,506 (3)	13,469 (3)
Maintenance & Repair - Other Equipment	[illegible]	1,291	1,909	1,698	2,170	7,937	1,425	2,243	4,265	3,073	-	-	-	-	-	-	3,600
Maintenance & Repair - Automotive Equip.	105	630	386	559	609	1,091	1,411	961	1,039	1,063	2,283	3,319	3,307	2,093	4,245	3,489	164
Heat, Light & Power	[illegible]	25,384	25,695	37,330	50,976	51,151	43,928	57,401	66,818	66,262	650	944	841	1,818	1,428	1,500	4,095
Laundry - Emergency Hospitals		-	-	-	-	-	-	4,061	4,235	[illegible]	66,665	68,632	78,787	75,790	86,960	94,394	1,717
Special Services		-	-	-	-	-	-	168	-	15,048	4,473	[illegible]	[illegible]	4,476	4,548	4,503	106,904
Other Contractual Services	1,061	1,706	2,919	1,678	2,038	3,030	11,665	3,147	4,272	3,517	127	-	-	281	-	-	4,756
Fuel, Illuminants and Lubricants	2,431	8,008	8,904	4,613	9,639	20,706	10,865	2,713	2,726	1,910	5,228	5,296	5,549	5,172	5,237	6,849	-
Household & Institutional Supplies	5,189	7,383	10,203	9,466	10,662	11,956	17,318	19,648	20,450	20,629	2,281	3,202	3,484	4,165	1,501	1,454	6,096
Cleaning, Polishing etc. Supplies	10,243	9,726	10,252	13,301	14,559	15,862	15,227	13,401	18,951	11,816	22,682	23,753	28,852	21,838	27,146	25,247	1,477
Dry Goods & Wearing Apparel	[illegible]	19,756	21,979	30,482	43,314	44,450	54,700	55,030	61,151	54,866	12,158	11,175	10,379	18,504	18,730	22,831	25,403
Drugs, Chemicals, Gases	15,589	18,238	20,629	22,174	20,070	27,811	24,914	38,396	30,734	28,030	66,391	59,787	48,605	49,755	46,232	52,703	18,871
Hospital & Laboratory Supplies	[illegible]	3,502	1,618	8,178	9,152	9,369	10,948	12,323	15,576	14,883	35,680	34,186	43,305	54,824	51,964	65,350	60,800
Stationery & Office Supplies	472	963	1,060	1,319	1,272	1,456	2,891	2,224	1,806	2,892	9,954	19,592	22,781	15,960	21,777	31,551	79,761
Foodstuffs	[illegible]	209,874	304,087	409,349	431,152	461,890	423,634	479,154	557,735	501,968	3,135	2,974	2,509	3,708	3,537	4,470	26,743
Meat Ship		-	-	-	-	-	-	381,936	415,969	309,186	289,227	423,504	405,780	449,117	496,176	485,364	3,652
Photographic Supplies - X-Ray Film	[illegible]	1,143	1,210	1,513	1,807	1,528	1,623	1,829	1,736	1,750	247,640	246,411	235,610	252,656	308,874	330,796	511,034
Other Materials & Supplies	[illegible]	6,193	4,775	4,139	5,643	9,378	13,095	16,333	16,578	14,337	2,161	2,146	1,920	2,382	2,752	3,249	324,614
Equipment	[illegible]	3,539	1,857	11,021	70,516	13,938	8,653	10,749	14,601	10,057	15,748	15,300	13,077	9,957	13,965	16,908	3,075
Buildings - Structures - Improvements		-	8,343	1,095	18,366	44,749	-	20,558	-	11,041	51,770	43,799	15,547	26,648	30,436	51,204	16,028
Services of Other Departments	[illegible]	2,878	1,799	1,809	2,956	3,085	-	-	-	-	130,587	44,633	-	-	-	-	31,731
TOTAL	511,714	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	2,370,683	2,534,358	2,771,977	2,974,649	3,132,729		3,895,032	4,145,394
Wages - Carabaneers															16,919		
Number of Employments - Wages - Carabaneers															(3)		
															3,526,968		

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — LAGUNA HONDA HOME — Appropriation Number 1,555,110 etc.

Line Number	Actual Expenditures 1960-1961 (Cols. 4 and 5)	Budget 1961-1962 Number of Positions	Budget 1961-1962 Amount	Supplemental Appropriations 1961-1962 Number of Positions	Supplemental Appropriations 1961-1962 Amount	1961-1962 Estimated Expenditures	1961-1962 Budget as Recommended by the Mayor	1961-1962 Budget as Adopted by the Board of Supervisors													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1																					1
2	(106) 583413	106	[illegible]	-4	-14[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Permanent Salaries	126	715074	20	94050	117	692191	[illegible]	[illegible]	[illegible]	[illegible]	2
3	21847		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Patient Help		22000				22000		22,000			3
4	(168) 617695	168	844209	4	-128604	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]	219	1,170,153			4
5	(80) [illegible]964	80	[illegible]310		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Kitchen Helpers	91	384755	11	52445	89	384799	84	390,541			5
6	(224) 839937	224	921490		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Orderlies	275	1084422	51	199512	269	1068630	265	1,141,151			6
7	(64) 216782	64	259792		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Porters	76	291887	13	52695	73	281702	71	294,355			7
8	4224		5118			[illegible]	[illegible]	[illegible]	[illegible]	Overtime		5255		137		5255		5,255			8
9	82167		86456			[illegible]	[illegible]	[illegible]	[illegible]	Holiday Pay		112100		49844		120000		[illegible]			9
10	3488		3633			[illegible]	[illegible]	[illegible]	[illegible]	Extended Work Week		3683		90		3683		3,805			10
11	4534		4000			[illegible]	[illegible]	[illegible]	[illegible]	[illegible] Leave		[illegible]				4000		4,000			11
12	96662		-		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]								[illegible]			12
13	3840		-		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]											13
14	13617		16500			[illegible]	[illegible]	[illegible]	[illegible]	[illegible]								16,000			14
15	130									Military Leave											15
16	(171) 141426	25	166230			[illegible]	[illegible]	[illegible]	[illegible]	[illegible]				11506	27	166736	27	169,736	LP	173366	16
17	18849	3	[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	[illegible]				903	3	20850	3	[illegible]			17
18	3400		[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	[illegible]								[illegible]			18
19	(2[illegible]) 291873	670	[illegible]	6	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	691	[illegible]		[illegible]			19
20	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		166816		[illegible]			20
21	[illegible]		[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	236.55 Laundry - Emergency Hospital		6000		1000		6000		5,000			21
22	130211		[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	300 Materials & Supplies		177731		41950		154291		140,596			22
23	79761		[illegible]		10000	61861	61139	83000		361 Drugs, Chemicals & Gases		197000		34000		190000		[illegible]			23
24	[illegible]		[illegible]		-10000	11857	12643	24500		362 Hospital & Laboratory Supplies		32300		-8200		28000		20,500			24
25	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]		Foodstuffs		384985		33745		377985		377,985			25
26	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]			26
27	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		1,500			27
28	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]			28
29	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]		5,449,219	JP	[illegible]	29
30																					30
31	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]		[illegible]			31
32	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		76856		70,356			32
33	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]		[illegible]			33
34	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		111821		[illegible]			34
35	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		75179		189,271			35

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1312

Department DEPARTMENT OF PUBLIC HEALTH — Bureau or Division LAGUNA HONDA HOME — Appropriation Number 1,555,110 etc. — Sheet Number 2 of 16 Sheets — Index Number 555

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Std. Ser. No.	Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATION OR ADJUSTMENT Rate	Number of Employees	Rate	Amount (Dollars Only)	ESTIMATED COSTS 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Cols. 5 and 6 ( ) Decrease Force	Amount	Recommended by Office Board of Commissioners or Department Number of Employees	Rate	Amount (Dollars Only)	2. BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	3. BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Rate per Hour
		5	6	7	8		9	10	11		12	13	14	15	16	17	18		18	19	20	21	22	23	24	25	26	27	28
1																													
2	106004				104000										RECAPITULATION(Continued)														
3	150586				154985						56023	62694	118717		Less to Light, Heat & Power			124110		20110		124110		120,000				
4	428178				440308				1188		74900	90085	164985		Less to Meat Shop			164985				164985		164,985				
5	(670) 3737060		670		4150931				4 111		199331	256882	456213		TOTAL TRANSFERS			573545		133237		540388		424,256				
6											2007516	2119274	4126790		NET TOTAL		836	5039435	166	873484	807	4332669	282	4,975,463				
7																													
8	4756				5000										RECEIPTS BY TRANSFER														
9	4756				5000						2700	3300	6000		Laundry - Emergency Hospital			6000		1000		6000		5,000				
10											2700	3300	6000		TOTAL			6000		1000		6000		5,000				
11	7388				7900										MEAT SHOP - LAGUNA HONDA HOME														
12	10130				9651						3672	4228	7900		Police Department			7900				7900		2,800				
13	9814				10304				-1100		5151	5150	10301		Public Welfare - SMRC			10906		1255		10906		10,150				
14	14179				13928						13984	15420	29404		Youth Guidance Center-Juv.Hall			12787		2283		12787		30,030				
15	13616				31698						7170	8405	15575		Youth Guidance Center-Log Cabin Ranch			15865		270		15865		15,300				
16	15586				164985						10398	11100	21498		Hassler Health Home			21498				21498		20,500				
17	96000				96000						74900	90085	164985		Laguna Honda Home			164985				164985		164,985				
18	124614				146111				1100		50842	45158	96000		San Francisco General Hospital			96000				92000		92,000				
19	329320				351111				-1100		166117	179546	345663		TOTAL MEAT SHOP			349941		3528		349941		341,135				
20											168817	182846	351663		TOTAL			355741		4928		351741		344,135				
21																													
22																													
23																													
24																													
25																													
26																													
27																													
28																													
29																													
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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Actual Number of Employees 1959-1960	Budget Number of Employees	Budget Rate	Budget Amount	Supplemental Appropriations Number of Employees	Supplemental Appropriations Rate	Supplemental Appropriations Amount	Salary Per Month (Present)	Proposed Salary Per Month (Dollars Only)	Proposed Salary Per Year (Dollars Only)	Class Number or Code	Class Title or Description	Actual Number of Employees	Actual Rate	Actual Amount	Budget Number of Employees	Budget Rate	Budget Amount	Increase or Decrease Number of Employees	Increase or Decrease Rate	Increase or Decrease Amount	Reference Page	Reference Code
Number of Employees 1959-1960		0.555	110.000			11,314[illegible]																
2	2	1	2	543	1[illegible]				—		PERMANENT SALARIES											
3	1	0.01	1	644	7728				—	B4	Accountant I	2	644	1[illegible]								A 1
4									—	B6	Accountant II	1	[illegible]	[illegible]								A 2
5	1	1.1	1	950	11400				—	B6	Accountant II (New)	1	[illegible]	[illegible]	1	[illegible]						A 3
6	1	1.2	1	1120	13440				—	B41	Asst. Supt. Laguna Honda Home	1	[illegible]	11400								B 4
7	1	1.3	1	415	4980				—	B42	Superintendent, L. H. H.	1	[illegible]	[illegible]	1	[illegible]	11400					5
8	1	1.4	1	[illegible]	5[illegible]				—	D22	General Clerk	1	[illegible]	4980	1	[illegible]	13440					6
9	4	4	4	[illegible]	[illegible]				—	D311	Bookkeeping Machine Operator	1	[illegible]	[illegible]	1	[illegible]	4980					7
10	4	3	4	[illegible]	19[illegible]				—	D408	General Clerk-Stenographer	[illegible]	[illegible]	[illegible]	4	[illegible]	[illegible]					8
11	4	4	4	[illegible]	[illegible]				—	D454	Telephone Operator	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					A 9
12										D512	General Clerk-Typist	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					A 10
13	1	5	1	[illegible]	[illegible]					D512	General Clerk-Typist (New)	1	[illegible]	[illegible]	1	[illegible]	[illegible]					A 11
14										[illegible]	Watchman	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					C 12
15	2	12	2	[illegible]	[illegible]					12	Kitchen Helper {Special Acct.} {Separate Page}	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					A 13
16	2	13	2	[illegible]	[illegible]				—	154	Waitress	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					14
17										156	Dining Room Steward {Special Acct.} {Separate Page}	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					A 15
18	1	[illegible]	2	[illegible]	[illegible]						Patient Help											A 16
19										1112	Supv. Ambulatory Inmates {Special Acct.} {Separate Page}	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					17
20										1116	Orderly	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					A 18
21	4	[illegible]	4	[illegible]	[illegible]					1120	Senior Orderly {Special Acct.} {Separate Page}											19
22										1132	Practical Nurse {Special Acct.}											20
23	1	[illegible]	1	[illegible]	[illegible]					[illegible]	[illegible]	4	16001									D 21
24	1	24	1	[illegible]	[illegible]					[illegible]	[illegible]				1	[illegible]	[illegible]					22
25										[illegible]	[illegible]				6	[illegible]	[illegible]					23
26										1134	Laundress (Old)	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]					24
27	1	24.1	1	[illegible]	[illegible]					1134	Laundress (New)	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]					E 25
28										1138	Porter	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]					F 26
29	1	31	1	[illegible]	[illegible]					1139	Porter (New)	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]					A 27
30										1164	Marker & Distributor	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]					G 28
31	1	[illegible]	1	[illegible]	[illegible]					[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	2	[illegible]	8136					H 29
32										1167	Timberman	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]					A 30
33										1168	Laundry Utility Man (New)	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					A 31
34										1168	Laundry Utility Man (Old)	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					32
35										[illegible]	Washer	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					I 33
										[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					34
																						35

A. Annual salary increments.

B. ACCOUNTING - PATIENTS PERSONAL INCIDENT FUND - REVENUE

1 H-6 Accountant Grade II

Sec. 201.9 of the Welfare and Institutions Code of California was added by the 1957 State Legislature. This section provides that patients' moneys, heretofore deposited in private banks by the Superintendent of Laguna Honda Home shall now be deposited with the City Treasurer.

Chapter 5, Article 3 of the San Francisco Municipal (Health) Code was amended to establish separate trust funds for Laguna Honda Home patients; for reimbursement to the City and County from withdrawals made in such funds by patients and for amounts allowable to such patients for personal and incidental needs. This amendment was approved Oct. 11, 1950 Ord. No. 502-50.

Sec. 151.3 (f) provides that the Controller shall prescribe the manner in which such accounts shall be kept and the manner in which reports and accounts regarding the receipt and disbursement of patients' moneys shall be rendered.

A new accounting system to meet minimum legal requirements incorporates a new procedure to insure internal audit control and to provide records for audits of these funds. Additional records required are:

(a) Issuance of individual fee tags for each deposit and/or payment made by patients. There are approximately 1600 such payments made monthly. One copy of this fee tag is retained by the patient and one kept in the office. Patients fee tags will be filed on each of the 45 wards.

(b) Daily withdrawals by patients must be supported by the signature of each patient, or where he is unable to sign except with an (x) or thumb print, the signature of a witness will be required. There are in excess of 5000 withdrawals made per month.

(c) Other payments made from patient's accounts, other than for his personal needs, shall be likewise supported by a written authorization signed or witnessed by the patient. To facilitate such withdrawals and payments a revolving fund shall be established with the Superintendent and reimbursements from the revolving fund shall be made by the Controller on the basis of properly receipted vouchers attached to Controller's Form 30h, Request for Warrant.

(d) General ledger accounts shall be maintained at Laguna Honda Home to record the amounts deposited with the Treasurer, the status of the revolving fund, patient's fund balances, etc. At the close of each month, a report of trust fund transactions shall be submitted to the Controller.

(e) A tabulation of patients individual account balances shall be submitted to the Controller semi-annually.

For the purposes of internal audit the person handling patient's funds shall personally visit at the patient's bedside on the 45 wards for the purpose of obtaining endorsements, paying fund withdrawals and securing signed receipts for same. Heretofore patients cash withdrawals were made by Head Nurses on the wards. Under the new system it will not be necessary for Head Nurses to perform these bookkeeping functions, and centralization of responsibility will be possible.

C. NEW WORK: ONE LAUNDRESS (Class 7421) - 1

D. Consolidated with Licensed Vocational Nurses per 1960-61 Civil Service Salary Ordinance Amendment.

E LAUNDRY [illegible]

1 H-50 Laundress

The Laguna Honda Home laundry processes approximately 1,[illegible] lbs. of clean dry, or dry, half of which is finished work and half rough dry. This laundry is equipped with five large washing machines, each with a capacity of 400 lbs. per load plus one small washer which is used only intermittently; three extractors, each with a capacity of 800 lbs. per hour; a conditioning tumbler for flat work of 3,000 lbs. per hour; five small dry tumblers and two large dry tumblers for rough dry, total capacity 23,080 lbs. per day; two large flat work ironers; total capacity 8,000 lbs. per day; two sets of presses for dresses, uniforms and other garments, total capacity 400 lbs. per day.

A total of 20 employees each work five days per week, except the Head Washer who works six days. These 20 employees (excluding the laundry superintendent) include 14 Permanent Civil Service, two temporary for Emergency Hospital Laundry, four temporary assignments of which two are porters and two are orderlies.

The following schedule shows the number of man days necessary to operate the equipment described above:

Present Operation Justification on basis of equipment

	Used days per week	No. of Employees for Equipment	No. of Total Man Days
Ironers (2)	0	0	0
Presses (2 sets)	5	1	10
Washers (4 large - 1 small)	6	2	12
Extractors (1)	6	2	12
Dry Tumblers (3 small - 2 large)	6	2	12
Conditioning Tumblers (1)	6	1	6
Marking and Distributing	5	1	5
Sorting (Assistance from Residents Wks)	7	2	14
Shakeout (Resident Workers)	0		0
Total Man Days Required			119 days
Number of five day week employees			20

You will note that 119 man days are required to operate this equipment or a total of 24 five day week employees. As stated above there are only 20 employees now working in the laundry including two porters and orderlies who have been assigned to work in the laundry pending the establishment of new positions of the proper classification. The one additional laundress requested herein will permit the return of one porter to his proper assignment.

Fourteen resident workers also work part time, shaking out wet laundry for the ironers and sorting soiled linens.

F, G, I [illegible] explanation sheet opposite sheet 1.

H. Deleted by Chief Administrative Officer.

CONTROLLER'S FORM No. 6200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: LAGUNA HONDA HOME — Appropriation Number: 1,555,110,000 — 555

Line No.	Actual Expenditures 1959-1960	Budget 1960-1961 Salary Ord. Sec. No. 56.2 | 56.3 — Class No.	Number of Employees	Rate	Amount (Dollars Only)	Increase or Decrease Over Budget 1960-1961 — Number of Employees	Rate	Amount	Actual Expenditures 1959-1960	Estimated Expenditures 1960-1961	Budget 1961-1962	Object No.	Classification	Grade	Budget 1961-1962 — Number of Employees	Rate	Amount	Increase or Decrease Over Budget 1960-1961 — Number of Employees	Rate	Amount	Recommended by Mayor — Number of Employees	Rate	Amount	Recommended by Board of Supervisors — Number of Employees	Rate	Amount	Notes and Codes	Line No.
1	Number of Employees 1959-1960	0.555,110.000																										1
2	1	22	1	436-530	6378																							2
3																												3
4	5	23.1	5	392-347	21772																						A	4
5	2	23.2	2	392-325-	7092																						A	5
6	1	23.3	1	367-447	5314																							6
7	1	24	1	381-341	4092																							7
8																												8
9	1	25	1	367-447	5364																						B	9
10	2	25.1	2	436	10406																							10
11																											C	11
12	3	26	3	415-505	17359																						A	12
13																											D	13
14																											E	14
15	1	27	1	547-[illegible]	7920																						Y	15
16	1	28	1	1022-1447-	14904																						A	16
17	4	29	4	543	[illegible]																						A	17
18																												18
19	2	30	2	415-505	[illegible]																						A	19
20																											C	20
21	1	30.01	1	547-555	[illegible]																							21
22	1	30.02	1	Rate 547-555	[illegible]																						A	22
23																											C	23
24																											H	24
25	1	30.2	1	Rate 392-[illegible]	[illegible]																							25
26	2	31	2	392-518	[illegible]																							26
27	1	31.1	1	[illegible]	[illegible]																						A	27
28																											C	28
29																											I	29
30	1	32	1	[illegible]	[illegible]																							30
31	7	34	7	[illegible]	[illegible]																						A	31
32	1																											32
33	5	34.1	5	Rate 392-[illegible]	[illegible]																						A	33
34																											J	34
35	2	34.2	2	Rate 392-[illegible]	[illegible]																						A	35

A. Annual Salary Increments.

B. New Wards. See explanation sheet opposite Sheet 1.

C. Deleted by Chief Administrative Officer.

D. New Wards. See explanation sheet opposite Sheet 1.

E. REHABILITATION

1 Jr. Occupational Therapist 1.71 @ 458/556.

It is contemplated that arrangements will be made with the San Francisco General Hospital Medical Staff for the early transfer of stroke patients from the General Hospital to Laguna Honda Home so that rehabilitable stroke patients can be given intensive therapy as soon as possible after the stroke has occurred. Some of these stroke patients can be restored to ambulation and self care if they are given early intensive treatment. Accordingly an additional therapist should be provided for this stepped up program. The Senior Occupational Therapist will be needed for the stepped up rehabilitation program, and especially it is necessary because some patients who should benefit from Occupational Therapy are not getting the early treatment that they require.

The rehabilitation team at Laguna Honda Home is now comprised of the following:

1 L-304 Physician Specialist (½ time)
1 L-80 Speech Therapist (½ time)
2 L-60 Physical Therapists
1 L-71 Jr. Physical Therapist
2 L-302 Instructors of Occupational Therapy

From July 1959 to June 1960 a total of 316 patients were treated by present technicians. 27 patients were discharged to the community. Of these one went to Yountville Veterans Home, two to Morrison Rehabilitation Center, and 24 to their own homes.

The Jr. Occupational Therapist classification is recommended to have someone in direct charge of that department.

There are many patients at Laguna Honda Home who should have Rehabilitation Therapy including the majority of over 100 U.V.A. patients. The lack of adequate staff denies this needed treatment to many and delays the early rehabilitation of all.

F. No change.

G, H, I, J. New Wards. See explanation sheet opposite Sheet 1.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1517

FISCAL YEAR 1961-1962 1.555.110.000
Appropriation Number 1.555.110.001

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division LAGUNA HONDA HOSP. — 16 — 555

	FISCAL YEAR 1960-1961																												
	Actual 1960-1961	Budget 56o3	56o4																										
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
1	Number of Groups																												1
2	1	35	1									1451		1					1										2
3												1451		1			1												3
4												1452	X-Ray Technician (Hsd)	1			1												4
5	1	3	1		600									1			1												5
6	4													4			4												6
7	5											0.168.1	Operating Engineer	5			5												7
8	1		1											1			1												8
9																													9
10																													10
11												1104	Head Nurse	(Special Acct., Separate Page)															11
12												110.1	Asst. Dir. of Nursing I30I	(Special Acct., Separate Page)															12
13												111.1	Night Supervisor I30I	(Special Acct., Separate Page)															13
14												1114	Director of Nursing I30I	(Special Acct., Separate Page)															14
15												1208	Operating Room Nurse	(Special Acct., Separate Page)															15
16	1											7155	Medical Soc. Serv. Worker	3	504	21046			0										16
17	1											7157	Social Service Worker	1	505	5749		275	1									A	17
18	[10]				-14560	300935	325528	624463					TOTAL	126		735079	10	34036	117										18
19																													19
20					183								HOSPITAL SERVICES-PERMANENT SALARIES PATIENT AID																20
21						10755	11062	21817					Patient Help			22000													21
22					- 183	10755	11062	21817					TOTAL			22000													22
23																													23
24																													24
25																													25
26																													26
27																													27
28																													28
29																													29
30																													30
31																													31
32																													32
33																													33
34																													34
35																													35

A. Annual salary increments.

B. Deleted by Chief Administrative Officer.

C. New Words. See explanation sheet opposite Sheet 1.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: LAGUNA HONDA HOME — Appropriation Number: 1.555.110.002

Line No.	Actual Expenditures 1959-1960 (Count of Employees)	Budget 1960-1961 (Count of Employees)	Budget 1960-1961 (Rate)	Budget 1960-1961 (Amount)	Supplemental Appropriations 1960-1961 (Date)	Supplemental Appropriations 1960-1961 (Number of Employees)	Supplemental Appropriations 1960-1961 (Rate)	Supplemental Appropriations 1960-1961 (Amount)	Salary Savings 1960-1961 (Amount)	Estimated Deficiency 1960-1961 (Number of Employees)	Estimated Deficiency 1960-1961 (Amount)	Class No.	Classification and Description	Number of Positions	Rate	Amount	Budget as Recommended by the Mayor (Number of Employees)	Budget as Recommended by the Mayor (Rate)	Budget as Recommended by the Mayor (Amount)	Budget as Adopted by the Board of Supervisors (Number of Employees)	Budget as Adopted by the Board of Supervisors (Rate)	Budget as Adopted by the Board of Supervisors (Amount)	Notes	
1	Number of Employees 1959-1960	0.555.110.002			12/31/60 CR			-24332																1
2	50	12.1	50	350	19709		4	350	16901			H34	Lic.Voc.Nurse or H32 Prac.Nur.	50	350	224100							B	2
3												H34	Lic. Voc. Nurse (MKW)	12	350	43003							C	3
4												H34	Lic. Voc. Nurse (MKW)	12	350	43003							D	4
5												H34	Lic. Voc. Nurse (MKW)	7	350	25500							E	5
6	91											P102	Registered Nurse	91		489136							A	6
7		43.1		14.80											Day									7
8												P102	Registered Nurse (MKW)	9	350	43819							F	8
9												P102	Registered Nurse (MKW)	11	350	63967							G	9
10												P102	Registered Nurse (MKW)	7	350	33077							H	10
11	21																						A	11
12												P104	Head Nurse (MKW)	2	510	10360							I	12
13																							J	13
14	1											P110.1	Asst.Dir. of Nursing L.H.H.	1	676	7101							A	14
15																							K	15
16	3											P111.1	Night Supervisor L.H.H.	3	676								A	16
17												P110	Director of Nursing L.H.H.	1										17
18	1											E208	Operating Room Nurse										A	18
19	(1.8) 613695		143						106913	918092	725605		TOTAL				70	541745		1159555	219	1.470.155		19
20																								20
21																								21
22																								22
23																								23
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32																								32
33																								33
34																								34
35																								35

A. Annual salary increment.

B. Consolidation of 1132 Practical Nurses with 113½ Licensed Vocational Nurses per 1960-61 Civil Service Salary Ordinance amendment.

C. and
H. N.E. ENG

) Registered Nurses P-102
½ Licensed Vocational Nurses L-1½

The foregoing description by Civil Service Classification is based upon a ratio of one professional Registered Nurse to three non professional L.V.N.'s and Orderlies. This ratio is a modification of the previous [illegible] professional. The reason for making this modification now is as follows; we are [illegible] Registered Nurses in numbers necessary to achieve the one to two ratio. Measures advocated so far by the Department of Public Health and/or the Civil Service Commission to improve recruitment have not substantially improved recruitment. These measures taken are, permission to employ Registered Nurses who reside outside of San Francisco County, advertising in nursing publications and daily newspapers. Even the proposal now under consideration to employ non-citizen nurses will only moderately improve recruitment. The employment of non Civil Service orderlies in place of vacant nurses positions is not satisfactory. These non Civil Service orderlies can be employed for only a 90 working day period and when the person is reasonably well trained they must be dropped. This turn over is discouraging to the professional nursing staff and interrupts the proper training of new permanent employees. Accordingly [illegible] time as Registered Nurses can be recruited in adequate numbers to fill vacancies there is no purpose in trying to adhere to an unattainable ratio. However in the event that R.N. recruitment [illegible] this ratio of 1 R.N. to 3 non-Professional can be modified. It is very necessary that an increase in nursing personnel be granted this year. When working with human beings, and to have a good nursing program, short cuts should not be taken, as they are at Laguna Honda Hospital. We can push, praise additional help and encourage personnel for a certain length of time and then it becomes ineffective. Each year, except last year, an increase has been allowed and this gave us hope. Last year the complete disregard for our nursing needs lowered morale considerably amongst the professional nursing staff. To have had a goal since 1951 and to still not have reached it in 1960 would discourage anyone.

Why do we need more nursing personnel? Every Head Nurse has indicated a great desire to get away from the rush, rush, rush of the assembly line type of nursing we are doing at Laguna Honda Hospital, and to be able to give the personal touch that good nursing [illegible]. On eleven hospital wards the Head Nurses work with all the assistance of a staff nurse and with only three auxiliary [illegible]. To [illegible] an R.N. to assist her, and the lack of an adequate auxiliary staff, causes her to have to do some bedside care, plus all medications, treatments, charting, answering the telephone, discussing patient's condition with relatives, make ward rounds, etc. etc.

If we are adequately staffed the Head Nurse could then assume her proper role and concentrate on ward management.

What could be done for our patients that we are not doing now? Until we do the following our nursing program will not be a good one.

1. Allow more patients to ambulate with assistance and eventually alone.
2. Toilet train the majority of our patients. We feel strongly that due to lack of an adequate staff we allow patients to forget how to go to the bathroom because it is less time-consuming to give them a bed pan than to assist them to and from the bathroom.
3. We could teach the [illegible] feed themselves or, if this is impossible, to have an adequate staff to feed them. A few examples, and we could give many more, are K-4, with a bed capacity of thirty-five, with a permanent day staff of one Head Nurse and three auxiliary (occasionally she may have four) permanent PM's and night staff of one half and R.N. and 1½ auxiliary employees, has six patients to be completely fed, and 10 who need assistance; Ward D-5, with a bed capacity of 42, with the same staffing as K-4-D, but with 14 patients to be fed and 6 to be assisted. Throughout the hospital we have a total of 150 patients to completely feed and 110 to assist, plus serving all the trays and cutting all the meat into small pieces so the patients will not choke. How can the patient's meal hour be a satisfactory one on any ward with the present staffing? Instead of [illegible] they gulp their food and the meal hour becomes a frustrating experience instead of a pleasant one.
4. Patients would be allowed a longer period of time for their tub baths - allowing them to soak, which would be relaxing and better for their skin. Instead, again comes the rush, rush, rush and the patients are placed in the tub, bathed and out again in from 5 to 10 minutes.
5. Taking patients to and from the sun decks and to diversional activities; today the majority of our patients still remain in the ward environment for twenty-four hours seven days a week which causes mental and physical deterioration.
6. There should be more employees to allow more time on nursing unit housekeeping such as; cleaning of the bedside unit - bed frame, bedside stand, overbed light, barrel chairs, straight chairs, wheel chairs, utility gowns [illegible] other pieces of equipment. A clean, neat ward environment is just as [illegible] as a clean patient.
7. In order to decrease the use of waist restraints; what do we do today with many of our patients? Every patient is gotten out of bed into a chair every day, but many of them are restrained in this chair with a waist restraint because we are afraid that when everyone is busy the patients will attempt to get out of the chair, fall and sustain minor or major injuries. With adequate staffing we could use less restraints allowing for more freedom of movement.

C & H Cont'd.

8. To carry on a good rehabilitation program on the ward; Now our patients who go to Physical Therapy may go daily, twice a week or three times a week for twenty or thirty minute periods, but there is no follow-up on the ward. For a rehabilitation program to be effective it must be a continued effort. The patient should be sent to Physical Therapy and Occupational Therapy but the program should be continued on the wards. This could be done with adequate staffing - the patient would receive passive or active exercise at intervals until bed time, by nursing personnel. Not only the exercising would be done, but patients would be allowed to dress themselves, comb their own hair, brush their own teeth, feed themselves, shave themselves and even bathe themselves under supervision. It must be done under supervision to make it effective. This cannot be done at the present time because it is more time consuming to have a patient do these things for himself, under supervision, than doing it for him.

Computation of Nursing Hours Now Being Given:

• 1960-61 Authorized Positions:

Registered Nurses	91
Surgical Nurse	1
Licensed Vocational Nurses	5½
Orderlies	170
Senior Orderlies	5
	270

Less Relief Factor Required by Units:

	Clarenion Hall	Acute Division	Matrons	Total
Head Nurses	0		0	0
L.V.N.'s	0		0	0
Senior Orderlies	1		6	4
Orderlies	15	1	8	1
	16	11	16	5

	48

Less Critical Non-Nursing Assignments:

	Nurses	Orderlies	Clerks	Others
Autopsy - Path.			1	1
Central Supply	1			
Dental Clinic		1		
X-Ray		1		
Laboratory			1	
Surgery		1		
Occupational Therapy				
Physiotherapy		1		
Volunteers		1		
Linen Room		1		
Clarenion Hall Clinic				

	22
Total Non-Nursing Assignments -	68
Total Nursing Personnel Available for Bedside Care -	302

1.42 hours of nursing care now being given per patient, in 24 hrs.

• Excluding Head Nurses.

D, F, and I. STATE LICENSURE OF 14 WARDS AT [illegible]

The purpose of this proposed licensure by the State Board of Hospitals is threefold:

1. To provide these handicapped and disabled residents with the care they require.
2. To obtain O.A.A., B.A., and A.T.D. benefits for said residents and patients for which they are not now eligible, but will become eligible if placed in a licensed area of the institution.
3. To obtain for the City and County the income which can be collected from said patients for their care.

These 14 wards are located:

8 in Clarenion Hall (two wards in Clarenion Hall are already licensed)
2 in the ambulatory men's sections of the main building
4 in the ambulatory women's sections

Many of these people are sick and should be getting more nursing care than is now possible to provide; eye examinations are three months in arrears and dental work including dentures are six weeks; many are incontinent; almost all must be seen by the Clinic Physician daily and are on some kind of daily medication. As of Oct. 14, 1960 there were 513 of these people, 293 men and 220 women.

This is a self liquidating project inasmuch as income totaling $[illegible],000 will be obtained by the City each year if these areas are licensed, whereas the cost of meeting the minimum requirements for licensure will total $289,000, divided as follows:

Capital Improvements (See Department of Public Works Budget for 1960-61)	$129,000
Cost of additional nursing personnel as outlined below	160,000
Matching Retirement Charges	[illegible]
Total	[illegible]

, F
nd I. Cont'd.

The excess of revenue over expenditures for the first year will approximate $91,000 and for every year thereafter $217,000.

These patients are presently receiving .35 hrs. of nursing care per patient day, whereas .75 hrs. is necessary to provide adequate care and to meet State qualifications.

This would require the addition of 23 employments in the following categories:

Head Nurses	2
Registered Nurses	9
L.V.N.	12
Total	23

Failure to license these areas prevents San Francisco from receiving reimbursement under the State Medicare program for O.A.A. recipients covering eye refractions, eye glasses, artificial eyes, etc., and dental work including the manufacture of dentures. These programs went into effect on Oct. 1, 1950 for eye care and Nov. 1, 1950 for dental care.

[illegible] Nov. 10, 1950

Total Patients Clarendon Hall	[illegible]
Less: Modified Hospital Wards	[illegible]
Net Ambly Patients Clarendon Hall	[illegible]
Men's Ambly (Maguire)	[illegible]
Women's Ambly (Arnold)	1
Total Ambulatory Patients 10-14,50	513

513 Patients X .25 Av. hrs. Nursing Care X 365 days / 40 hrs. week X 47 effective work weeks = 140,433.75 / 1880 = 74.7

Present employees in/c by position

	Clarendon Hall (Ambulatory)	Matron	Steward	
Registered Nurses				
Licensed Vocational Nurses				
Senior Orderlies	1	6	4	
Orderlies	15	8	1	
	16	14	5	35
Increase in Personnel				40
All Head Nurses				

[illegible]

[illegible] ation sheet opposite Sheet 1.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1.555.110.003
FISCAL YEAR 1961-1962 1.555.110.004
1.555.110.005

DEPARTMENT OF PUBLIC HEALTH — LAGUNA HONDA HOME — Sheet Number 7 of 10 Sheets — Index Number 555

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	Fiscal 1960-1961 Budget Salary Std. Sec. No. 56.01,56.1,1 Item No.	Number	Rate	Amount (Dollars Only)	Supplemental Appropriations and Reductions Date	Number of Employees	Rate	Amount	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) Departmental Budget Estimate for Fiscal Year 1961-1962 Class Number or Code	Class Title or Designation	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Col. 5 and 6 (+) Increase (-) Decrease Force	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) Budget as Recommended by the Mayor Number of Employees	Rate	Amount	(3) Budget as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Remarks
1	Number of Employees 1960-1961 (10)	0.555.110.003				12-31	CH		-270					PERMANENT SALARIES - KITCHEN HELPER														
2	10	6	80	333	337310								I2	Kitchen Helper	80	333 275-	349891		12581	80	333 275-	349891	80	350 288	367,414				A
3													I2	Kitchen Helper (NEW)	4	333 275-	14414	4	14414	3	333 275-	11034	0		0				
4													I2	Kitchen Helper (NEW)	7	333 275-	25450	7	25450	6	333 275-	22072	6	350 288	23,127				
5	(10) 10				337310				-270	161672	169874	334546		TOTAL-KITCHEN HELPER	91		389755	11	52449	89		382999	86		390,541				
6																												
7		0.555.110.004				12-31	CH		-1150					PERMANENT SALARIES - ORDERLIES														
8	169	15	169	333	600036								I110	Orderly	169	333 275-	600036		10211	169	333 275-	600036	169	362 302	730,820				A
9	1k	1k	1k	333	3946								I110	Orderly	1k	333	3946	-1		1k	333	3946	1	367K	4,354				I
10													I110	Orderly (NEW)	12	333 275-	41584			6	333 275-	22792	3	367 302	11,463				J
11													I110	Orderly (NEW)	19	333 275-	65907	19	65907	19	333 275-	65907	16	367 302	61,195				L
12													I110	Orderly (NEW)	20	333 275-	69234	20	69234	20	333 275-	69234	20	367 302	76,338				N
13	(54) 54	54	54	307	242715								I120	Senior Orderly	54	307	242715		1977	54	307 302-	242715	54	345 325	261,981				A
14	(275) 275		224		893490				-1150	430449	451540	881989		TOTAL - ORDERLIES	275		1089422	51	19732	269		1068630	263		1146,151				
15																												
16		0.555.110.005					CH		-60					PERMANENT SALARIES - PORTERS														
17	64	23	64	333	239792								I20k	Porter	64	333 275-	250515		10723	64	333 275-	250515	64	358 295	268,301				A
18													I20k	Porter (NEW)	4	333 275-	13930	0	2090	4	333 275-	13930	1	358 295	7,492				B
19													I20k	Porter (NEW)	5	333	17457	0	2620	5	333 275-	17457	5	358 295	18,562				H
20	(64) 64		64		239792				-320	41280	41280	82560		TOTAL - PORTERS	73		281902	12	15433	73		281902	71		294,355				
21																												
22																												
23																												
24																												
25																												
26																												
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29																												
30																												
31																												
32																												
33																												
34																												
35																												

A. Annual Salary Increments.

B. DIETARY

1 I-2 Kitchen Helper - Clarendon Hall Dining Rooms
1 I-2 " " - Main Dining Room
1 I-2 " " - Wards D & G 400

These positions are for replacement of ambulatory resident workers who are engaged in food handling procedures in the several dining rooms and wards [illegible]. of work because they are untrained in such work, they are unsanitary in their personal habits and incompatible. Some are chronic alcoholics.

C. New Wards. See explanation opposite Sheet 1.

D. Present operational need. Please see explanation C opposite Sheet 6.

E. State Licensure. Please see explanation D opposite Sheet 6.

F. New Wards. Please see explanation opposite Sheet 1.

G. HOUSEKEEPING

4 - I-204 Porters

Housekeeping at Laguna Honda Home is a great problem because of the kind of patients and residents herein, many of whom, especially ambulatory, create nuisances.

The average number of sq. ft. to be cleaned each day by each porter is 17,339 in the hospital building; 21,011 sq. ft. in the Home ambulatory sections; and 23,302 sq. ft. at Cla[illegible] These figures compare with recommended maximums of about 8,000 sq. ft. per man per [illegible] hospital area. With such thin coverage some areas are not as clean as they should be, especially where sickness and disease is prevalent.

H. New Wards. Please see explanation opposite Sheet 1.

CONTROLLER'S FORM No. 0100

CITY AND COUNTY OF SAN FRANCISCO 1324

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1,555,111,000 1,555,111,003
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,555,112,000 1,555,120,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,555,113,000 1,555,126,000
FISCAL YEAR 1961-1962 1,555,115,000 1,555,140,000

Department or Division: DEPARTMENT OF PUBLIC HEALTH — Bureau or Section: LAGUNA HONDA HOME — Appropriation Number: 1,555,119,002 — Sheet Number: 8 of 10 Sheets — Page Number: 555

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	FISCAL YEAR 1960-1961 SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months	Probable Last 6 Months	Probable for Year	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requested With 1960-1961 Budget Col. 3 and 5 (+) Increase (-) Decrease Force	Amount	Recommended by Office Board Commission or Department Number of Employees	Rate	Amount (Dollars Only)	2 BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	3 BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index
1		0,555,111,000												ALLOWANCE FOR OVERTIME													1
2	4,994			5118						2563	2555	5118	111	Overtime			5255	137				5,255					A	2
3	4,994			5118						2563	2555	5118		TOTAL			5255	137				5,255						3
4																												4
5		0,555,111,000												ALLOWANCE FOR HOLIDAY													5
6	90167			9,000						6,546	3,612	90156	112	Holidays			132300	45344			120000	110,000					B	6
7	90167			90000						6,546	3,612	90156		TOTAL			132300	45344			120000	110,000						7
8																												8
9		0,555,111,000												EXTRA TO WORK WEEK													9
10	9108			1011						1153	1276	3033	111	Overtime-Extended Work Week			3033	50			3033	2,205					C	10
11	9108			1011						1153	1276	3033		TOTAL			3033	50			3033	2,205						11
12																												12
13		0,555,119,000												PREMIUM PAY FOR 12 YEAR													13
14	4534			4000						2052	1962	4000	113	1st Lieut.			4000				4000	4,000						14
15	4534			4000						2052	1962	4000		TOTAL			4000				4000	4,000						15
16																												16
17		0,555,119,002			12,11 (0,55,11				12,171					EQUIPMENT-(Orthotics)													17
18	90068									2049	2555	1,013	119.002	Replacement-(Orthotics)													18
19	90002								13013	5861	5555	13013		TOTAL													19
20		0,555,119,001			12,11 (0,55,11									EQUIPMENT													20
21	1390								1555	1191	5555	5,555	119.001	Miscellaneous													21
22	1390								1555	1191	5555	1555		TOTAL													22
23																												23
24		0,555,120,000												MEDICAL SERVICE													24
25	11611			1,555						1,555	555	2555	120	Medical Services			3,555				3555	16,000					D	25
26	11611			1,555						1,555	555	2555		TOTAL			3,555				3555	16,000						26
27																												27
28		0,555,150,000																										28
29	9000			5000						1,555	1555	5555	150	Fees and Other Compensation			5555				5555	5,000					E	29
30	9000			5000						1,555	1555	5555		TOTAL			5555				5555	5,000						30
31																												31
32		0,555,150,000																										32
33	130												151	Miscellaneous														33
34	130													TOTAL														34
35																												35

1,555,111,000 [illegible]

[illegible]vances for [illegible]
Emergency Overtime [illegible]

Clarendon Hall Food Service

I 58 Dining Room Steward @ $3.59 X 260 days		933.40
I 2 Kitchen Helper @ 3.88 X 105 days		407.40

These employments are required to complete 9 hours of work in 11 hours, 6 - 12:30 P.M. 3 - 5:30 P.M. to provide the necessary supervision of two dining rooms in Clarendon Hall.

I 203 Porter Foreman @ $3.2 Hr. X 312 days		1067.04
I 204 Porter @ 2.88 " " 53 days		152.64

These employments are required to transport the prepared food from Main Kitchen to Clarendon Hall. The morning meal is delivered at 6:30 A.M. This employment is required to stay until 4 P.M. to secure the building.

[illegible]

Total Estimated requirements [illegible]

1,555,112,000 HOLIDAY PAY

Current [illegible]	This [illegible]	[illegible]
36,456	120,000	[illegible]

[illegible] increase required because holiday coverage is now consid[illegible] [illegible]um. [illegible] to stay within present allotments nursing coverage has had to be reduced below a safe level, porter coverage is not at a reasonably proper level on holidays to maintain cleanliness, clean linens have had to be curtailed, other services such as fiscal and administrative functions, watchman service are essential on holidays.

[illegible] of [illegible]

No. of Employees Cla[illegible]

[illegible] Assistant I	6
[illegible] Assistant II	12
I-142 General Clerk	4
[illegible] Telephone Operators	1
I-312 General Clerk Typist	
C-142 Watchman	
I-4[illegible] Kitchen Helpers	
I-4[illegible] Waitress	
8 Dining Room Steward	
12 Supervisor Ambulatory Inmates	
[illegible]	
[illegible]	
I-131 Lic. Voc. Nurse, I-132 Pract. Nurse	
I-152 Flatwork Ironer	
[illegible]	
I-158 Sorter	
I-164 Marker & Distributor	
I-161 Mr[illegible]man	
I-162 [illegible]	
[illegible]	
[illegible]	
I-174 Supt. of Laundry	
I-204 Porter	
I-206 Porter Sub Foreman	
I-208 Porter Foreman	
I-210 Head Porter	
L-202 Dietitian	
L-206 Chief Dietitian	
O 166.1 Jr. Operating Engineer	
O 168.1 Operating Engineer	
O 172 Chief Operating Engineer	
[illegible]-132 Registered Nurse	
I-13[illegible] Head Nurse	
I-20[illegible] Operating Room Nurse	

Estimated Requirements for Good Friday

Total Estimated Requirements for Holidays

[illegible]ommended by Chief Administrative Officer

[illegible]

To provide funds for [illegible]ssary services on Saturday for the following positions:

1 I-208 Porter Foreman 4 hours @ $3.42 X 52 days	711.36
This is required for return of donated motion pictures shown at L.H.H. Auditorium on previous evening; Transportation of food from Main Kitchen to Clarendon Hall Dining Room; Supervision of Porter crew at Clarendon Hall	
1 I-172 Washer 8 hours @ $3.59 X 52 days	1493.44
This is essential for the operation of washing machines on Saturday and [illegible]ervision of Saturday is duty crew in absence of Laundry [illegible]tendent who does not work on Saturday.	
1 L-306B Senior Pharmacist, L.H.H. 4 hours @ $7.11 X 52 days	1478.88
This is necessary for operation of Pharmacy on Saturday mornings for issuance of drugs to wards for the week end.	
	$3683.68

D. [illegible]

Current Appropriation	This Request	Increase
16,500	33000	16500

With coverage at a bare minimum [illegible]ases in the various services and departments, [illegible] for [illegible]s. Hospital wards [illegible]rsing vacation covered is also excluded in the above because the request for 1,75[illegible] hours of nursing [illegible] [illegible]tion replacements.

[illegible]

	Number Weeks	[illegible]
1 [illegible] General Clerk		
1 B-111 Bookkeeping Machine [illegible]		
1 B-4[illegible] Telephone [illegible]	1	
[illegible] General [illegible]		
1 I-142 Kitchen [illegible]	1	
[illegible]		
[illegible] & Distributor		
[illegible]		
[illegible]		
[illegible]		
Head Washer		
Superintendent of Laundry		
[illegible] Porter		
5 Clinical Laboratory Technologist		
4b Senior Pharmacist		
[illegible] Physician		
1 L-[illegible] Physician Specialist		
1 L-[illegible] X-Ray Technician		
1 O 166.1 Junior Operating Engineer		
1 O 168.1 Operating Engineer		
1 O 172 Chief Operating Engineer		
[illegible] Total Vacation [illegible]		$12,763.40
1 Christmas Holiday		900.00
[illegible] Leave (Employees [illegible] to 4 [illegible])		2,000.00
Replacements for days off when [illegible]		
Regular Day Off for the Foll[illegible]		
[illegible]		
Total [illegible]		
[illegible] Operating Engineer		
[illegible] Engineer		
[illegible]		
General Clerk		
[illegible] Clerk Typist		
Total Temporary [illegible]		$37,[illegible]
[illegible] by Chief [illegible]nistrative Officer		$33,[illegible]

E. [redacted].

To provide for the services of consulting and specialist physicians in the following categories:

Orthopedics
Urological
Radiology
[illegible] Surgery
Neurosurgical
Opthalmology
Psychiatry
Neurology
Eye Nose Throat
Gynecology

CONTROLLER'S Forms No. 4700

CITY AND COUNTY OF SAN [illegible]
(1) DEPARTMENTAL BUDGET ESTIMATE [illegible]
(2) BUDGET AS RECOMMENDED BY THE MA[illegible]
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,555,130,000

Department, Board or [illegible] DEPARTMENT OF PUBLIC HEALTH — Bureau or Division LAGUNA HONDA HOME

Line No.	Actual Expenditures 1959-1960 (Classified Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 56.5 Class No.	Number of Employees	Rate	Amount (Classified Only)	SUPPLEMENTAL APPROPRIATIONS Date	Number of Ord. Sec.	Rate	Amount (Classified Only)	EXPENDITURES 1960-1961 Actual Count 6 Months (Classified Only)	Estimated Last 6 Months (Classified Only)	Estimated for Year (Classified Only)	Class No.	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Classification	Number of Employees	Rate	Amount	Reference Index
1	Number of Employees 1959-1960	0.555.130.000												PERSONAL SERVICES - WAGES				1
2	1	47	1	20.80 Day 21.60	7560					3704	[illegible]	[illegible]	4114	Carpenter	1	Day [illegible]	[illegible]	A 2
3	1	48	1	Hr. 3.67	7487					[illegible]	[illegible]	[illegible]	4114	Painter	1	Hr. [illegible]	[illegible]	3
4	1	49	1	Day 33.64 20.80	8549					4239	4310	8549	E108	Electrician	1	Day [illegible]	[illegible]	A 4
5	1	49.1	1	20.80	5601					[illegible]	[illegible]	[illegible]	16	Dairy [illegible] Vacation - Holidays	1	W.Day [illegible]	[illegible]	A 5
6				20.80	691					576	115	691		Overtime - Sick Leave			691	A 6
7	1	50	1	20.80	5601					2902	2699	5601	17	Baker Vacation - Holidays	1	W.Day [illegible]	[illegible]	A 7
8				15.15	802					111	[illegible]	[illegible]		[illegible] - Sick Leave			[illegible]	A 8
9	3	51	3	15.75	12665					6284	6381	12665	110	Cook's Assistant	1	W.Day [illegible]	12804	A 9
10					1484					634	850	1484		Vacation - Holidays Overtime - Sick Leave			1504	A 10
11														Cook's Assistant (New)	1	W-Day 15.75	4208	B 11
12														Vacation - Holidays Overtime - Sick Leave			278	B 12
13	7	52	7	19.76 [illegible]	30452					14141	[illegible]	[illegible]	11	[illegible]	[illegible]	W.Day [illegible]	[illegible]	A 13
14					4272					2132	2140	4272		Overtime - Sick Leave			4837	A 14
15													112	Cook (New)	1	W-Day 19.25	5215	15
16														Vacation - Holidays Overtime - Sick Leave			237	B 16
17	1	52.1	1	20.20	6981					[illegible]	3961	6985	114	Junior Chef	1	W.Day 29.90	7024	A 17
18					232					[illegible]	[illegible]	[illegible]		[illegible]			811	A 18
19	1	53	1	[illegible]	[illegible]					[illegible]	[illegible]	[illegible]		[illegible]		W.Day 25.10	6600	A 19
20					[illegible]					[illegible]	1622	3044		Overtime - Sick Leave			3068	A 20
21	4	53.1	4	20.20	[illegible]					[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	2	Day [illegible]	[illegible]	A 21
22					258					258	-	258		Sick Leave		Day [illegible]	262	A 22
23	1	[illegible]	1	[illegible]	[illegible]					[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	Day [illegible]	[illegible]	A 23
24	2	[illegible]	2	[illegible]	[illegible]					[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	A 24
25					[illegible]					[illegible]	[illegible]	[illegible]		[illegible]			[illegible]	A 25
26	2	[illegible]		[illegible]	[illegible]					9293	[illegible]	17999	01	Chauffeur	2	36.48	14030	A 26
27					[illegible]					634	232	866		Vacation - Sick Leave		Rate [illegible]	[illegible]	A 27
28	1	55	1	[illegible]	[illegible]					[illegible]	[illegible]	96	01	Chauffeur P.T.	1	36.48	6240	A 28
29														Vacation			190	A 29
30														[illegible]				
31		1 0.555.130.000													2	13996		
32										6965	6691	[illegible]	1555	[illegible]	2	Day 27.89	13934	
33	1	57	1	3.22	7552										-1	[illegible]		
34															1	Hr. [illegible]	[illegible]	A 3.90 7,956
35	[illegible]																[illegible]	3

A. Annual Salary increments.

B. New Yards. Please see explanation opposite Sheet 1.

C. Retitling of position by Civil Service Commission 1960-1961.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,555,200,000

Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: LAGUNA HONDA HOME — Appropriation Number 1,555,236,551 — Class Number 10

			20										100							A			
			40										20										
			-										300										
16t			200				100	100	200	214	Maint.& Repair-Other Structures		200										
			1500										1250										
			250										250										
			8100										8100										
			136110										136110										
			2850										2850										
			22										112										
163			180				142	38	180	235	Subscriptions		180										
			300										300										
			1203										2106							H			
			96										96										
			1200										1200							I			
			1200										1200							J			
			250										250										
119276			117597			2288	63621	70931	134602		TOTAL		144018										
			8668										8668										
			140000										136110										
			132738										132738										
			1200										1200										
4256			5000				2700	3300	6000	236	Laundry-Emergency Hospital		6000									K	
4256			5000				2700	3300	6000		TOTAL		6000										

A. 1.555.400.000 [illegible]

Present Allowance	Request	Increase
70.00	100.00	30.00

To provide carfare for messenger to and from San Francisco General Hospital and miscellaneous carfare for residents and employees on City business. This is based on past experience and 12% a/c of 114 additional patients in 3 new wards.

B. O.E. 206 TRAVEL EXPENSE

Present Allowance	Request	Increase
0	300.	300.

This is to cover expense of attendance of heads of departments of Laguna Honda Home at workshops, and conferences held on the Pacific Coast under the auspices of the California Hospital Assn. and the Western Hospital Assn. These workshops and conferences are held for the purpose of acquainting supervisors with the latest techniques, procedures and problems relating to their specialties, ie, nursing, dietetics, laundry, housekeeping, personnel, administration, occupational and physical therapy, etc. Virtually all hospitals, public and private, send their department heads to the seminars. Time and location of meetings not determined at present time.

C. O.E. 210 MAINTENANCE & REPAIR AUTO. EQUIPMENT

Present Allowance	Request	Increase
1500.	1750.	250.

This covers repairs to -
7 Trucks, Power Lawn Mower, 1 ambulance, 2 passenger cars. Request based on previous experience.

D. O.E. [illegible]

Present Allowance	Request	Increase
150.	250.	100.

This increased is based on 6 months experience plus the addition of an addressograph machine, an additional calculator and a "Thermofax" reproduction machine requested in this buiget.

E. O.E. 219 MAINTENANCE & REPAIR - OTHER EQUIPMENT

Present Allowance	Request	Increase
4800.	8100.	3300.

This item covers repairs to laundry equipment, refrigerators, wheel chairs, garbage disposals, dishwashers, stills, gas burning equipment, floor cleaning equipment, butcher shop, food transportation equipment, and sharpening of tools. As equipment becomes older more repairs are required. New services not yet shown on the books for a full 12 months period are service and repair of 200 sterilizers and autoclaves equipment $900. per year and service of Fire Alarm System $1200. per year.

F. O.E. [illegible]

Present Allowance	Request	Increase
104,000.	124,110.	20,110.

This request based upon a letter from the Public Utilities Commission dated December, 1960.

G. O.E. [illegible]

Present Allowance	Request	Increase
[illegible]	2062.	207.

This is based on current experience ($1215. for 6 mos. to Dec. 31, 1960) plus $112. (for installing new phones in 3 new wards, plus recurring charges; reinstalling 8 phones in 8 wards of M & O [illegible] Rehabilitation and Speech Therapist) plus 12% of unit and toll messages for 114 additional patients in 3 new wards $100.00)

H. O.E. 237 SCAVENGER SERVICE

Present Allowance	Request	Increase
1953.	2103.	150.

Based on current quotation from Purchasing Dept.

I. 1.311.256.555 CONTRACTUAL SERVICES O.E. 256 PEST AND RODENT CONTROL

Present Allowance	Request	Increase
1248.	1716.	468.

Based on present contract cost plus 12% for 114 additional patients in 3 new wards.

J. O.E. 269 OTHER PROFESSIONAL AND SPECIAL SERVICES

Present Allowance	Request	Increase
160.	2400.	2240.

ARTIFICIAL LIMBS & APPLIANCES O.E. 269

The sum of $160. per year is now provided for the purchase and repair of artificial limbs and other prosthetic devices for patients. The purpose of purchasing these prostheses is to complete the rehabilitation of patients who have undergone surgery, physical or occupational therapy. The lack of such prostheses frequently prevents his ambulation and it is not then possible to transfer him to an ambulatory ward or his own home, etc. It is suggested that this fund be increased to the sum of $2400. which would allow $200. per month. It should also be made clear that wherever possible the patient or the family, or some other agency such as the Multiple Sclerosis Society or the patient's Union is solicited to cover at least a part of the cost of the prostheses that the patient requires.

K. 1.555.236.551 EMERGENCY HOSPITAL LAUNDRY

Present Allowance	Request	Increase
5000.	6000.	1000.

This is to cover the cost of labor and materials for doing Emergency Hospital laundry. Labor and Materials exceeds this amount.

NOTE. Emergency Hospital budget should be increased accordingly.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — LAGUNA HONDA HOME

| | Actual Expenditures 1959-1960 | FISCAL YEAR 1960-1961 BUDGET Object No. | Account No. | Code | Amount (Dollars Only) | Actual Expenditures 1960-1961 | Estimated Expenditures 1960-1961 | Estimated Expenditures 1961-1962 | | |

1.555.300.000 MATERIALS & SUPPLIES O.E. 303 REPLACEMENT PARTS - OTHER MACHINERY

Present Allowance	Request	Increase
3500.	3920.	420.

This is based on current experience plus 12% for 114 additional patients and 3 new wards.

O.E. 312 LUMBER AND MILLWORK

Present Allowance	Request	Increase
750.	840.	90.

Based upon current experience plus 12% for 114 additional patients in 3 new wards.

O.E. 315 BUILDING & MISC. HARDWARE

Present Allowance	Request	Increase
1000.	1500.	500.

This is based upon current experience and three new wards for 114 additional patients.

O.E. 316 PLUMBING & STEAMFITTING SUPPLIES

Present Allowance	Request	Increase
800.	1000.	200.

This is based upon current experience plus 12% for 114 additional patients in three new wards.

O.E. 317 ELECTRICAL SUPPLIES

Present Allowance	Request	Increase
3200.	4000.	800.

This is based upon current experience and 3 new wards for 114 additional patients.

O.E. 320 PAINT & PAINTERS SUPPLIES

Present Allowance	Request	Increase
2000.	2800.	800.

This is based upon current experience and 12% for 3 new wards and 114 additional patients.

O.E. 321 GAS, OIL AND LUBRICANTS

Present Allowance	Request	Increase
2200.	2500.	300.

Based upon current experience current appropriation is adequate but $500. should be allowed for purchase of fuel oil in case surplus natural gas is cut off. $500. will allow for one delivery.

O.E. 322 HOUSEHOLD & INSTITUTIONAL SUPPLIES

Present Allowance	Request	Increase
30,000	33,000	3000.

Based upon current experience, 12% added for 114 additional patients in these new wards $3000. plus initial outlay for opening these three new wards, including dishes, pots, pans, silverware, etc. $2045. Reduced by Chief Administrator office to $31,000 because initial supply for new wards must be appropriated 1960-61.

O.E. 325 CLEANING AND LAVATORY SUPPLIES

Present Allowance	Request	Increase
22,000	24,040	2040.

Present allowance is almost adequate; add 12% for 114 additional patients in three new wards. This appropriation includes laundry supplies, dishwashing compound, etc.

J. O.E. 341 DRY GOODS & WEARING APPAREL

Present Allowance	Request	Increase
58,000.	72,200.	14,200.

Based upon present requirements present allowance is $11000.00 short (see estimate for last six months 1/1/61 - 6/30/61 $39,000.00); plus initial outlay for three new wards $14,797.00; plus 12% for operating these three new wards (12% of $69,000.00) = $8280.00 total. Reduced by C.A.O. from $87,000 to $72,000 because initial supply for new wards must be appropriated 1960-61.

K. O.E. 321 STATIONERY & OFFICE SUPPLIES

Present Allowance	Request	Increase
4200.	5200.	1000.

Present allowance is adequate. Add 12% for 114 additional patients in three new wards; plus $500.00 new patients cash accounting system.

L. 1.555.301.000 DRUGS, CHEMICALS & GASES

Present Allowance	Request	Increase
73,000.	107,000.	34,000.

After a transfer of $10,000. from O.E. 362 and based upon current experience this appropriation will be currently short another $11,000; add 12% for 114 additional patients in three new wards plus an initial outlay of $600. for the new wards for thermometers, bottles, drugs, etc. Above request does not include provision for supplies incident to State Licensure of 16 ambulatory wards. Experience next year should demonstrate amount of this need. Reduced by Chief Administrative Officer to $100,000.

M. 1.555.302.000 HOSPITAL AND LABORATORY SUPPLIES

Present Allowance	Request	Decrease
34,500.	32,300.	(-2200.)

This appropriation had a surplus of $10,000 transferred to O.E. 361. Add 12% for 114 hospital patients in three new wards plus an initial outlay of $4856. for the three new wards. Above request does not include provision for supplies incident to State Licensure of 16 ambulatory wards. Experience next year should demonstrate amount of this need. Reduced by C.A.O. to $28,000 because initial outlay for new wards must be appropriated 1960-61.

CITY AND COUNTY OF SAN FRANCISCO

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: LAGUNA HONDA HOME — 1,555,354,000 / 1,555,172,000 / 1,555,172,000 — 555

Action Commission Approved	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Emp. Positions	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	Class Number or Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 CLASS TITLE OR DESCRIPTION	Number of Emp. Positions	Rate	Amount (Dollars Only)	Commission Approved Number of Emp. Positions	Commission Approved Amount	(2) Budget as Recommended by the Mayor Number of Emp. Positions	Rate	Amount	(3) Budget as Adopted by Board of Supervisors Number of Emp. Positions	Rate	Amount	Reference Index
1		0.555.350.000																							
2	12926	0.311.351.555		48500					0135	12492	47500	351	[illegible]					7500		56000			56,000		A
3	11208			13000	1/25/61	011			5304	[illegible]	13000	35	Nurse			13000		1000		[illegible]			13,000		B
4	2 1780			17925	10/17/60	725		-3188	[illegible]	[illegible]	[illegible]	353	Dairy [illegible]			[illegible]		[illegible]		[illegible]			[illegible]		
5	21678			25625					1615	[illegible]	[illegible]	354	Parking [illegible]			[illegible]		[illegible]		[illegible]			[illegible]		D
6	150586	.555.355.555		164085					[illegible]	[illegible]	[illegible]	355	Meat (LHH)			164085				164085			164,085		E
7	P5051			90525					4810	[illegible]	[illegible]	351	[illegible]			[illegible]		1475		[illegible]			[illegible]		F
8	1805			24000					12960	11460	24000	[illegible]	[illegible]			[illegible]				24000			24,000		G
9	511234			549260				-3188	[illegible]	[illegible]	[illegible]		[illegible]			[illegible]		13725		549260			549,260		
10	48926			48500					9035	19465	48500		Loss Transfer [illegible]			[illegible]		7500		56000			56,000		
11	150586			164085					[illegible]	[illegible]	[illegible]		Loss to Meat [illegible] LHH			[illegible]				164085			164,085		
12	196512			213485					103935	103550	[illegible]		[illegible]			[illegible]		[illegible]		[illegible]			[illegible]		
13	311522			335775				-3188	160184	[illegible]	332587		NET TOTA			[illegible]		14125		17000			337,000		
14																									
15													NEAT ITEM												
16	7318	0.555.355.161		7900					3672	4228	7900		Police Dept.			7900				7900			7,900		
17	10429	0.555.355.170		9651					5151	5150	10301		[illegible] Welfare [illegible]			[illegible]		1255		[illegible]			10,151		H
18	[illegible]	0.555.355.186		[illegible]	T.#712 11/12/60			-1100	[illegible]	[illegible]	[illegible]		[illegible] Hall [illegible]			[illegible]		[illegible]		[illegible]			50,050		H
19	14479	0.555.355.187		15575					[illegible]	[illegible]	[illegible]		[illegible] [illegible] Cafe			15965		390		[illegible]			15,570		H
20	[illegible]	.555.355.553		21498					[illegible]	[illegible]	[illegible]		Hospital Health Home			[illegible]				[illegible]			[illegible]		
21	[illegible]	0.555.355.555		164085					[illegible]	[illegible]	[illegible]		[illegible] [illegible]			[illegible]				[illegible]			[illegible]		
22	[illegible]	0.555.355.557		[illegible]					[illegible]	[illegible]	[illegible]		San Francisco General Hospital			92000				92000			92,000		
23	[illegible]			[illegible]				-[illegible]	[illegible]	[illegible]	[illegible]		[illegible]			[illegible]		[illegible]		[illegible]			[illegible]		
24																									
25		0.555.372.000											[illegible] [illegible] X-RAY FILM												
26	[illegible]			[illegible]					[illegible]	[illegible]	[illegible]	72	X-Ray Film			5700		1500		5700			2,500		I
27	[illegible]			[illegible]					[illegible]	[illegible]	[illegible]		TOTAL			5700		1500		5700			2,500		

U.K.	7/1/60-12/31/60	1/1/61-6/30/61	1960-1961	1961-1962
15% Canned Goods & Dried Fruits	$48926	$29035	$19465	$48500	$56000
12 Sugar	11200	5304	7696	13000	12000
13 Dairy Products & Eggs	171780	80937	9510	[illegible]	[illegible]
14 Farinaceous Products	21670	16122	12901	[illegible]	[illegible]
15 Packing House Products	85051	45185	45340	90525	92000
16 Meat	150586	74900	90085	164985	164985
19 Other Foodstuffs	21805	12010	11360	24000	24000
TOTAL	$511054	$283123	$281949	$546072	$577985
No. of Meals Served	1918311	917377	935000	1872377	2033030
No. of Meals Served Monthly	[illegible]	152896	[illegible]	156031	169419
Cost per Meal for Foodstuffs	$ [illegible]	$ [illegible]	$ [illegible]	$ [illegible]	$ [illegible]

A. [illegible]

Present Allowance	Request	Increase
48,500.	56,000.	7,500.

Based upon current experience plus 8.3% increase for 114 additional patients in three new wards.

U.K. 12 SUGAR

Present Allowance	Request	Increase
13,000.	12,500.	(-500.00)

Based on experience to date plus 8.3% for 114 additional patients in three new wards.

C. [illegible]

Present Allowance	Request	Increase
179,225.	205,000.	25,775.

Based on current experience, plus 8.3% for additional patients in three new wards, plus $14,000 for purchase of butter which may not be forthcoming next year as surplus [illegible].

D. [illegible]

Present Allowance	Request	Increase
29,025	26,000	[illegible]

Based on current experience plus 8.3% for 114 additional patients in three new wards.

E. U.K. 15% MEAT

Present Allowance	Request	Increase
164,985	164,985	0

Based upon current experience plus 8.3% for 114 additional patients in three new wards.

F. [illegible]

Present Allowance	Request	Increase
90,525.	92,000.	1475.

Based on current experience plus 8.3% for 114 additional patients on three new wards.

G. U.K. 19% OTHER FOODSTUFFS

Present Allowance	Request	Increase
24,000.	24,000.	0

Based on current experience plus 8.3% for 114 additional patients on three new wards.

H. Based on departmental estimates.

I. 1,555,372.000 X-RAY & ELECTROMEDICAL SUPPLIES

Present Allowance	Request	Increase
4,200.	5,700.	1,500.

Based upon current experience; plus 12% for 114 additional patients in three new wards and increase in number of diagnostic X-Rays and fluoroscopies which will be possible with an additional X-Ray Technician requested herein.

CONTROLLER'S FORM No. 4250

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1335

Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: LAGUNA HONDA HOME — Appropriation Number: 1,555,400,000 — Sheet Number: 13 — Of: 16 — Sheets — Index Number: 555

Item No.	Actual Expenditures 1960-1961	Fiscal Year 1960-1961 Budget: Classification No.	Budget: Number of Employees	Budget: Rate	Budget: Amount	Supplemental Appropriations: Date	Supplemental Appropriations: Number of Employees	Supplemental Appropriations: Rate	Supplemental Appropriations: Amount	Expenditures: Actual 9 Months (1960-1961)	Expenditures: Estimated Last 3 Months (1960-1961)	Expenditures: Estimated Year (1960-1961)	Item No.	Departmental Budget Estimate for Fiscal Year 1961-1962: Description	Number of Employees	Rate	Amount	(1) Departmental Estimate: Number of Employees	(1) Departmental Estimate: Rate	(1) Departmental Estimate: Amount	(2) Recommended by the Mayor: Number of Employees	(2) Recommended by the Mayor: Rate	(2) Recommended by the Mayor: Amount	(3) Adopted by Board of Supervisors: Number of Employees	(3) Adopted by Board of Supervisors: Rate	(3) Adopted by Board of Supervisors: Amount	Reference Index	Item No.
1		0,311,400,555												EQUIPMENT (P)													1
2	31731				$5,000																					A	2
3														REPLACEMENT													3
4																										B	4
5																										C	5
6																										D	6
7																										E	7
8																										F	8
9													406	Posture Chair			$45									G	9
10													406	Dormitory Beds w/Mattresses			$250									H	10
11														Bedside Stands			$350									I	11
12																										J	12
13																										K	13
14																										L	14
15																										M	15
16																										N	16
17																										O	17
18																										P	18
19																										Q	19
20																										R	20
21																										S	21
22																										T	22
23																										U	23
24																										V	24
25																										W	25
26																										X	26
27																										Y	27
28																										Z	28
29																										AA	29
30																										BB	30
31																										CC	31
32																										DD	32
33																										EE	33
34																										FF	34
35																										GG	35

A.

Fiscal Year	Unit	Description	1959-1960 Actual Expenditure	Budget Allowance	1960-1961 Actual Expenditure	Probable Expenditure
1959-1960	[illegible]	Hospital Beds	8309			
	[illegible]	Dormitory Beds	5167			
	[illegible]	Bedside Stands	2625			
	[illegible]	Floor Scrubber	235			
	[illegible]	Floor Polisher	1552			
	[illegible]	Dish Trucks	430			
	[illegible]	Stainless Steel Table	650			
	[illegible]	Buffalo Food Chopper	2157			
	[illegible]	Power Mower	689			
	[illegible]	[illegible]	[illegible]			
	[illegible]	Carts Diapason	1406			
	[illegible]	Tables, Overied	[illegible]			
	[illegible]	Footstools	183			
	[illegible]	Stretchers	118			
	[illegible]	Flathed Truck	[illegible]			
	[illegible]	Wet & Dry Vacuum				
	[illegible]	Conditioning Baskets	[illegible]			
	[illegible]	Galvanized Iron Racks	510			
	[illegible]	[illegible] (Hosp)	[illegible]			
	[illegible]	[illegible] (Dorl.)	[illegible]			
	[illegible]	[illegible] Liners	176			
	[illegible]	[illegible]	[illegible]			
	[illegible]	[illegible]	[illegible]			
	[illegible]	[illegible] Heater	338			
	[illegible]	[illegible] to Scale	[illegible]			
	[illegible]	[illegible]	[illegible]			
	[illegible]	Biopsy [illegible]	[illegible]			
	[illegible]	Ophthalmo[illegible]	164			
	[illegible]	Mobiline [illegible] ase	130			
	[illegible]	Retinoscope	65			
	[illegible]	Ultra Sonic Generator	450			
	[illegible]	Colony Counting App.	[illegible]			
	[illegible]	Microtome	606			
	[illegible]	Binocular Microscope	[illegible]			
1960-1961	1	Filing Cabinets		875		875
	[illegible]	[illegible]		900		10001
	[illegible]	[illegible]		140		8140
	[illegible]	[illegible]		1886		1886
	[illegible]	[illegible]		5665		5665
	[illegible]	[illegible]		2700		2700
	21	Electric Clocks		250	50	
	[illegible]	Floor Polisher		550		550
	[illegible]	Mop Trucks		600	510	
	[illegible]	Tray Wagons		1886	1710	
	[illegible]	[illegible]		4169		4169
	[illegible]	Hot Food Conveyor		801		801
	[illegible]	Coffee Urn 100 Gal.		1400		1400
	[illegible]	Stainless Steel Steam Kettles		1000		1000
	[illegible]	Bread Slicer		700		700
	[illegible]	Bleach Tanks		100		100
	[illegible]	Motor Truck W.Lift Gate		[illegible]		
	[illegible]	Oxygen Carrier		67		67
	[illegible]	Floor Looms		190		190
	[illegible]	U.V. Quartz Lamp		225		225
	[illegible]	Kardex		160		160
	[illegible]	Barrel Chairs		180		180
	[illegible]	Barrel Cradles		[illegible]	40	
	[illegible]	Wet-Dry Vacuum		500		500
	[illegible]	Platform Scale		250	114	
	[illegible]	Hot Plate		45		45
	[illegible]	Floo, Heat, Knit, Cabinets		1938		1938
	[illegible]	Refrigerators, Dist		1400	1064	
	[illegible]	Diagnostic Scale		280		280
	[illegible]	EKG Machine		895		895
	[illegible]	Thermometer Shakers		150		150
	[illegible]	[illegible] Table		104		104
	[illegible]	Dietetics Cart		140		140
	[illegible]	Biological Refrigerators		445		445
	[illegible]	Autoclave		200		200
	[illegible]	Custom Wheel Chair		284		284
	[illegible]	[illegible]		250	102	
	[illegible]	[illegible]		650		650
	[illegible]	Portable Xay, Carrier		[illegible]		[illegible]
			31741	55000	4246	50250

B. O.E. 404 150 HOSPITAL BEDS WITH FOAM RUBBER MATTRESSES (R) $18,000

This will replace a similar number of obsolete ratchet-type beds with crank-type hospital beds. With the latter the nurse or orderly can raise the patient to a sitting position, arching the knees and elevating the feet as required without lifting the heavy patient.

C. O.E. 404 9 MEN'S DESKS WITH CHAIRS (R) $2,000

For replacement of non-functional desks approximately 30 years old

Card	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
G-3	51-3144	1-[illegible]
D-2	51-3393	[illegible]
O-4	51-10001	[illegible]
M-1	51-12406	[illegible]
[illegible]	51-7504	[illegible]
[illegible]	51-8945	[illegible]
[illegible]	51-7504	[illegible]
[illegible]	51-4965	[illegible]

D. [illegible] 110 [illegible] TABLES WITH FORMICA TOPS AND GRAY LINEN FORMICA TOPS (R) $4,290

Replacement for tables very old without a drawer and rusty - 20 years old. Inventory numbers will follow.

E. O.E. 404 2 HEAVY DUTY [illegible] HEATERS (R) $90

These are to be used in the Gate Houses at the entrances to the grounds and will replace two small household type electric heaters which are beyond repair. These old heaters are probably 10 years old and have no inventory numbers.

F. [illegible] $520

These are to replace dining room tables in use on Ward M 1 which are in poor condition, formica is peeling, legs are splintered from contact with wheel chairs. Inventory Nos. to follow.

G. [illegible] $45

This is to replace a chair Inv. 51-3308 in use about 10 years. The cushions are worn, springs broken, needs new casters, etc.

H. [illegible] $3,250

These are for replacing present cots and thin hair mattresses used on the ambulatory wards. These old beds are merely iron frames with poor springs and thin pads. This will complete the replacement of the old cots and mattresses in the men and women's ambulatory sections. Inventory numbers to follow.

I. O.E. 404 110 [illegible] $ [illegible]

These are replacements for galvanized metal stands used in the ambulatory sections. Most are rusted and bent and have been in use for 30 years. Inventory numbers to follow.

J. [illegible] $130

These are to replace straight back chairs now used by these elderly women. There is no comfort in these straight back chairs and barrel chairs should be provided. Inventory numbers to follow.

K. O.E. 404 [illegible] $2,750

These will be used in the men's rehabilitation wards. The nursing and medical staff feel the low bed with a very firm mattress will increase rehabilitation possibilities.

..., 4Qv 1 [illegible] CHAIR (R) $100

This is for use of the Head Nurse in charge of six women's ambulatory wards. She meets with patient's relatives and personnel in her office adjacent to the dispensing clinic. This will replace a roll top obsolete desk and chair at least 40 years old. Inventory Nos. 51-2013 and 51-2012.

O.E. 412 2 STANDARD TYPEWRITERS (R) $387

These are to replace one Remington #MX-86408 Inv. No. 51-1047 over 20 years old. One Remington 20" carriage #Z-318029 Inv. No. 51-2787 over 20 years old. These new machines are to be used by the Medical Secretary to the Asst. Supt. Medical and by the Secty. to the Supt. The old machines have completed their useful life and are not worth servicing and repairing.

O.E. 412 1 21" TYPEWRITER (R) $260

This is to replace a 27" Underwood #26-6472464 Inv. No. 51-3030 15 years old, used for the preparation of time rolls. This 27" carriage was originally bought for typing budget sheets when L.H.H. typed its own budget request. In the meantime it has been used for the preparation of time rolls. The machine is heavy and awkward, much too large for payroll work and has completed its useful life.

..., 432 1 ELECTRIC FLOOR POLISHER (R) $300.

This will replace polisher about 20 years old. This equipment gets heavy use and the old polisher has mechanical and electrical faults which cause it to be out of operation most of the time.

DELETED BY CHIEF ADMINISTRATIVE OFFICER.

O.E. 434 1 GARBAGE DISPOSAL UNIT HEAVY DUTY (R) $450

This is for replacements of the light duty disposal unit which is inadequate to handle the present volume. This small unit is defective and has been expensive to maintain.

O.E. 434 1 TWIN 10 GAL. COFFEE URN (R) $[illegible]

This is for use in the family style dining room. At present coffee is made in a steam kettle and this is awkward and hazardous. It will replace two coffee urns installed under the remodeling contract but which have never been satisfactory.

O.E. 434 2 PARTE MEAT BLOCKS (R) $[illegible]

These will replace two blocks 15 years old which have been resurfaced many times and are worn thin. The old blocks are pitted and unsanitary.

O.E. 434 3 DOZ. MEAT TOTE BINS (R) $450

These will replace round tubs purchased 14 years ago which are now leaking, bent, warped and unsanitary. These bins are used for delivery of meat to the Youth Guidance Center, Log Cabin Ranch, the City and County Jails. They are also used to store vegeta[illegible] at Laguna Honda Home.

DELETED BY CHIEF ADMINISTRATIVE OFFICER.

O.E. 434 5 STAINLESS STEEL DISH TRUCKS (R) $1625

These are to replace old galvanized iron trucks probably 20 years old. These trucks are used for transporting food and are rusted, rubber bumpers are decayed and the casters work poorly. Ward M 1, M 2, K 3, G 5, K 2, Inventory numbers to follow.

..., 434 4 TRAY SE[illegible] (R) $1795

This will replace old galvanized iron tray wagons, shelves are rusted and many have large [illegible]es. Equipment is hazardous, difficult to clean and unsanitary. Ward M 4, G 4, K 3, [illegible] 3, G 4, G 5, Inventory Nos. to follow.

[illegible] $1095

These are to replace old wood work tables in use in serving kitchens. The old tables are in poor condition and not suitable for working with food. 24" wide, these old tables were not on inventory.

Z. O.E. 434 2 [illegible] TRAY WAGONS (R) $2800

These are required for transporting special diet trays from the central diet laboratory to the various wards. Purpose of the enclosed cabinet is to keep the temperature of the food at a high degree. This will replace galvanized open tray wagons now in use. Inventory numbers to follow.

AA. O.E. 434 4 STAINLESS STEEL TABLES (R) $1692

These are to replace old wood tables of old sizes which are ready for disposal. These old tables are unsatisfactory from the standpoint of utility as well as sanitation. 30" wide. No inventory numbers.

BB. O.E. 434 1 [illegible] (R) $1064

To replace food conveyor now in use on Ward K 400, which completed its useful life, has jagged holes burned through the insulation and metal and is generally unsightly. Inventory number to follow. It is at least 20 years old and has been in daily use seven days a week during that time.

CC. O.E. 434 1 STAINLESS STEEL TABLE (R) $116

This is to replace an old wooden table used for food preparation, nourishment [illegible], etc. in the diet laboratory. The present table does not provide an adequate working area and its age and condition constitutes a sanitation hazard. Inventory number to follow.

DD. O.E. 434 1 STAINLESS STEEL UTILITY TRUCK (R) $[illegible]

This is to replacement for an old wooden utility truck probably 20 years old which is used for [illegible]porting puddings from the main kitchen to the diet laboratory. This old trunk has thoroughly completed its useful life. It has a wooden top, the surface of which is splintered from frequent washings. The casters do not function properly and the unit as a whole should be junked. Inventory No. to follow.

EE [illegible] $500

This is for purchase of such equipment as may be available from time to time at the State Dept. of Education - Surplus Agency, San Leandro, Calif. This equipment is frequently available at from 5% to 10% of its commercial value.

FF. [illegible] 1 42" x 24" [illegible] $11,550.

This is a small washing machine to replace a 31 year old manual washer Inventory #31-1319) which is used for the smaller bundles including linens for the diet department, surgery, main kitchen and for employee's uniforms. The old washer is frequently inoperable and replacement parts are hard to get. An overhaul of this machine is not considered worthwhile.

GG [illegible] 1 [illegible] TABLE (R) $175

This is for cutting materials for smocks, aprons and dresses [illegible] in the sewing room. It will replace small tables now used which have no inventory numbers. A smooth surface is necessary in cutting these materials [illegible]ately.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division LAGUNA HONDA HOS. — Appropriation Number 1.555.400.000 — Sheet Number 14 of 16 Sheets — Page Number 555

Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 Salary Std. Sec. No.	Class	Rate	Amount (Dollars Only)	Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Class	Rate	Amount (Dollars Only)	Class No.	CLASS TITLE OR DESCRIPTION	Class	Rate	Amount	WITH THIS 1961 Budget Cols. 1 and 2 Combined Number of Employees	Amount	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	Reference Letters
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27
	1.111.400.999															900			900			900				A
																[illegible]			[illegible]			2,250				B
											Refrigerator			900		900			0			0				C
											[illegible]			[illegible]		[illegible]			[illegible]			2,250				D
										482	Therapeutic Scale			95		0			[illegible]			95				E
											[illegible]			[illegible]		[illegible]			[illegible]			0				F
											[illegible]															
										404	Pillows w/Cover			2400		2400			0							G
										404	Diaperoo Carts			825		825			825			825				H
											[illegible]			[illegible]		[illegible]			[illegible]							J
										404	Commodes			700		700			700			350				I
										404	Footstools			84		84			84			0				K
										404	Portable Jardeens			220		220			220			[illegible]				L
											[illegible]			[illegible]		[illegible]			[illegible]			[illegible]				M
										404	Hospital Bed			1400		1400			[illegible]			800				N
										404	Ext. Lamp. w/Bracket			25		35			25			0				O
										404	Footstools			30		30			30			0				P
											[illegible]			[illegible]		[illegible]			[illegible]			[illegible]				Q
										400	Barrel Chairs			2400		2400										R
										400	Desk Chair			170		170			170			0				S
										400	Filing Cabinet			94		94			94			94				T
										400	Dining Room Tables			520		520			520			520				U
										400	Legal Size File Cabinet			150		150			150			0				V
											[illegible]			[illegible]		[illegible]			[illegible]			[illegible]				W
										400	4 Drawer File Cabinet			150		150			150			150				X
										412	Thermofax			385		385			385							Y
											[illegible]			[illegible]		[illegible]			[illegible]			[illegible]				Z
										412	Calculating Machine			723		723			723			0				AA
										412	Portable Typewriter			105		105			105			0				BB
										412	Speed-O-Print Economy Scope			55		55			55			0				CC
										412	Typewriter			175		175			0							DD
										412	Typewriter			175		175			175							EE
										420	Boiler Tube Cleaner			450		450			450							FF
										422	Hand Operated Oil Pump			45		45			45			45				GG
										432	Vacuum Cleaner			500		500			500			0				HH

A. O.E. 442 1 - 35 CU. FT. REFRIGERATOR (R)

$ [illegible]

This is for replacement of a household type refrigerator too small for this purp[illegible] cream pies, custards, etc. should be kept under refrigeration for Public Health re[illegible] avoidance of waste. Salads and desserts left over can be refrigerated in the larg[illegible] now must be disposed of.

B. O.E. 442 4 STAINLESS STEEL REFRIGERATORS (R) 15 CU. FT.

$2995.

For storage of ward food supplies, milk, etc. Replace old refrigerators at least 20 years old, doors are broken, gaskets worn out, locks and handles in disrepair do not remain closed and temperatures do not remain constant. Inventory numbers to follow.

C. O.E. 442 1 - 35 CU. FT. REFRIGERATOR (R)

$900

Replace old McCall refrigerator probably 25 years old, used for storing liquids for night nourishment. Inventory #51-9849 Ward G 300.

D. O.E. 456 1 [illegible] (R)

$2250

This is a replacement of 1951 Ford Pick-Up, Motor # IH IRS 17770, Dist #14, mileage 25,001 used by engineer for transporting [illegible] to emergency repair jobs thro[illegible] the institution. The engineer responds to emergency calls throughout the day and night originating in the various wards and departments considerable distances away from the engine room.

E. O.E. 4[illegible] 1 [illegible]

$65

This will replace a scale, inventory #51-3207 probably 30 years old. The old scale is patched with tape and the platform does not function properly. It is too old for repa[illegible]

F. O.E. 432 1 [illegible]

$210

This replaces the chair used for chiropody and vascular treatments. The old chair is not less than 35 years old, was donated second hand by the California School of Chiropody. It is obsolete and a hazard to patients because some mechanical parts are inop[illegible]

[illegible]

O. Deleted by Chief Administrat[illegible] Officer.

P. [illegible]

$[illegible]

We need one per ward so the nurse wi[illegible] have something to use to pass her meil[illegible] present time the nurses on all but abo[illegible] 10 wards are using inadequate tabl[illegible] trays to pass medications. The dispense cart allows the nurse to prepare all [illegible] medications and pass them all in one trip instead of making numerous trips to the [illegible]

I. O.E. 4[illegible] 12 COMMODES (R)

$700

These are to assist the nursing department to toilet train the very disabled patient.

J. O.E. 4[illegible] 12 FOOTSTOOLS (R)

$[illegible]

Needed to assist the employees in getting the patients in and out of bed.

K. [illegible]

$[illegible]

To screen patients for special treatments and critically ill patients when in a semi-private room.

[illegible] 1[illegible] (R)

$[illegible]

To allow more patients to eat, write and read comfortably in or out of bed.

M. [illegible] (R)

$[illegible]

[illegible] patients who have been in bed for long [illegible] patient can be placed in any position - [illegible] standing positions for short [illegible] decubiti, as we did last place the patients in all positions. [illegible] have a Stryker, but this does not we attempted to set him up and [illegible] possible. When sitting his chin again started t[illegible] sliding, his legs buckled under him. With this frame we could sit him and [illegible] and rest support.

N. [illegible]

$25

This is to be used for close work in connection with tiss[illegible] specimens and will replace a small gooseneck lamp not a liable for this purpose. It is mark[illegible] new because the goose neck lamp can be used for other institutional purposes.

O.E. 4[illegible] [illegible] (R)

$30

These are for use by patients in a [illegible] ing. They are tin proof with rubber floor grips on a roller [illegible] by the therapists in administering routine therapy procedures.

O.E. 4[illegible] 1 [illegible]

$170

This is an exercise unit for stimulating activity of joint motion, coordination and muscle power. Range and resistance can be varied according to patient's needs.

[illegible]

$170

This is for use of [illegible] placing a chair of his own now completely worn out. This type of chair [illegible] of the physical disability of the Senior Pharmacist.

O.E. 4[illegible] 1 FILING CABINET (TWO DRAWER) (R)

$9[illegible]

[illegible] in can ris which by law must be held for at least [illegible] lock and key and are subject to inspection by

Q. O.E. 4[illegible] 5 DINING ROOM TABLES (R)

$520

[illegible] for Ward I for new Unit [illegible] room. This ward is Women's rehabilitation ward and patients [illegible] eat from bedside tray [illegible] to dining room service for the purpose of patients'

R. [illegible]

$[illegible]

[illegible]

S. O.E. 4[illegible] 1 5 DRAWER FILE CABINET (R)

$150

This is for [illegible] of patient and administrative records of the Physical Therapy department There is no [illegible] of storing such records except in cardboard boxes.

T. [illegible]

$[illegible]

T is is for reproduction, f [illegible] copies f electrocardiograms, laboratory reports, autopsy reports, etc. Now reproduced by time consuming manual methods.

U. [illegible]

$[illegible]

This equipment is needed for addressing time cards and meal tickets with the names and classifications and date for each [illegible] pay period. Approximately 1150 of these cards must be prepared for [illegible] period. These cards are now addressed by typewriter or manually. These operations [illegible] approximately 2 days for one employee to prepare the cards each payroll period. The new [illegible] will accomplish the same job in about 2 to 3 hours per payroll period. The original [illegible] plates will be retained after City contract and the subsequent replacements or corrections will be made with our own [illegible] ware used at the I.P.C.T. which has addressograph plate ma[illegible]

[illegible] 1 [illegible] (N)

This equipment is likewise for the payroll office. This office reparas and processes approxi[illegible] 12 timerolls per month, almost all of which are under preparation simultaneously by the employees of Laguna Honda Home payroll department. [illegible] each payroll the gross compensation for each employee must be computed for the number of days worked, computations are made for split shifts, for lead Nurse relief on week-ends, for premium pay for night shifts, allowance for psychiatric assignments, etc. There is one computer in this office now. In order to expedite the preparation of these [illegible] the purpose of extension of inventories, cost accounting, etc.

E. 412 1 PORTABLE TYPEWRITER - SPECIAL DUTY [illegible]

$105

[illegible] the written word as does any it more effecti[illegible] especially useful for cerebral palsy patients.

E. 412 1 HINGED-O-PAINT ECONOMY MODEL DIC. LETTERING GUIDE AND STENCIL (N)

$55

his would be used in producing on stencils outline drawings of common objects with the printed name of he object. This is useful in working with the aphasic patient to aid language recall.

1. 412 1 [illegible] TYPEWRITER (N)

$125

[illegible] a possible vocational skill.

. 420 1 BOILER TUBE CLEANER WITH HOSE AND FITTINGS (N)

$[illegible]

[illegible] is for removal of scale which builds up in tubes of steam boilers. It is standard equipment for st power plants because it [illegible] and extends the useful life of this costly equipment.

. 422 1 HAND OPERATED OIL PUMP (N)

$45

[illegible] is for use in the power plant for transferring oil from a barrel to a container or reservoir of steam turbines. This will provide a more efficient means of transferring [illegible] tipping the barrel on its side with a resultant waste and mess.

. 432 1 WET AND DRY VACUUM CLEANER (N)

$[illegible].00

[illegible] is for use in various hospital wards for high dusting and soiled water pick up in toilet [illegible]. There is but one such machine now available for [illegible] buildings. This [illegible] as otherwise only reached from a step ladder.

CITY AND COUNTY OF SAN FRANCISCO — 1961

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

Board of Commissioners: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: [illegible] — Appropriation Number: 1,555,[illegible] — Sheet Number 25 of 26 Sheets — Index Number 555

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	Fiscal Year 1960-1961 Budget: Salary Ord. Sec. No.	Budget: Number of Employees	Budget: Rate	Budget: Amount (Dollars Only)	Supplemental Appropriations or Modifications: Date	Supplemental Appropriations or Modifications: Number of Em. positions	Supplemental Appropriations or Modifications: Rate	Supplemental Appropriations or Modifications: Amount (Dollars Only)	Expenditures 1960-1961: Actual First 6 Months (Dollars Only)	Expenditures 1960-1961: Probable Last 6 Months (Dollars Only)	Expenditures 1960-1961: Probable for Year (Dollars Only)	(1) Class Number of Item	(1) Departmental Budget Estimate for Fiscal Year 1961-1962: Classification or Description	(1) Number of Em. positions	(1) Rate	(1) Amount (Dollars Only)	Comparison of Revised Budget 1960-1961 and (1) 1961-1962: Increase Amount	Comparison of Revised Budget 1960-1961 and (1) 1961-1962: Decrease Amount	Recommended by Civil Service Commission and Chief Administrative Officer: Number of Em. positions	Recommended by Civil Service Commission and Chief Administrative Officer: Rate	Recommended by Civil Service Commission and Chief Administrative Officer: Amount	(2) Budget as Recommended by the Mayor: Number of Em. positions	(2) Budget as Recommended by the Mayor: Rate	(2) Budget as Recommended by the Mayor: Amount	(3) Budget as Adopted by Board of Supervisors: Number of Em. positions	(3) Budget as Adopted by Board of Supervisors: Rate	(3) Budget as Adopted by Board of Supervisors: Amount	Reference Index	Line Number
1														Equipment (1) Continued																1
2													432	Dog Ladders			75	75				75		0					B	2
3													433	Garbage Can Dollies			200	200				200		200					C	3
4													434	Van Shelf [illegible] Trucks			770	770				770		770					D	4
5													434	[illegible] Dish Trucks			650	650				650		650					E	5
6													434	Steel Can Dollies			70	70				70		0					F	6
7													434	Roller Bin, Stainless Steel			135	135				135		135					G	7
8													434	Low Bed Flat Truck			205	205				205		0					H	8
9													434	Garge Fryer			475	475				475		0					I	9
10													434	Hallway Bins, [illegible]			405	405				405		405					J	10
11													434	Meat Safe Van Dollies			100	100				0							K	11
12													434	Meat A Rich Hand Saw			650	650				650		650					L	12
13													434	Meat Blender			40	40				40		0					M	13
14													434	Garbage Disposal			250	250				250		250					N	14
15													434	Utility Guernies			2200	2200				2200		504					O	15
16													434	Linen Hamper Trailer			220	220				220		0					P	16
17													434	[illegible] Sewing Machine			100	100				100		100					Q	17
18													434	Utility Guernies			300	300				300		240					R	18
19													436	Linen Hamper Frames			60	60				60		0					S	19
20													442	Biological Refrigerators			850	850				850		425					T	20
21													448	Collapsible Wheel Chairs			2445	2445				2445		2,400					U	21
22													448	Front Side Rails			3000	3000				3000		900					V	22
23													448	Treatment Lamps			111	111				111		0					W	23
24													448	[illegible]			750	750				750		0					X	24
25													448	Invalex Walkers			759	759				759		380					Y	25
26													448	[illegible] Frames			1,450	1,450				0							K	26
27													448	3.3. Urinal Holders			500	500				0							K	27
28													448	[illegible]			150	150				0							K	28
29													448	[illegible]			225	225				225		0					Z	29
30													448	Adj. Wheelchair Trays			390	390				390		390					AA	30
31													448	Nyfricator Set			66	66				66		66					BB	31
32													448	[illegible] Stethoscopy Set			650	650				650		650					CC	32
33													448	Record Player w/Recordings			135	135				135		0					DD	33
34													448	Hearing Controlled Horn			315	315				315		315					EE	34
35													482	Rollator			50	50				50		50					A	35

D. O.E. 432 12 UTILITY LAUNDRY (N) $75

These are for use in new wards and areas.

O.E. 432 3w GARBAGE CA. DOLLIES (.)

These are for transporting garbage cans fr[om] wards to garbage can areas[,] [illegible] areas. [illegible] are now transported by any vehicle available including wheel chairs, guerney , etc. These dollies will likewise avoid damage to linole[um] and tile floors by pulling the cans over the fl[oors]

F. O.E. 434 4 TWO WHEEL STAINLESS STEEL TRUCKS (N) $770

These are for use in the family service dining room for wheeling hot pans of food from the main kitchen into the dining room where food is dished up from the pans onto the residents' plate. The present method is to carry the pan filled with hot food by hand for serving residents. This method is dangerous both to personnel and to patients and residents.

O.E. 434 2 STAINLESS STEEL BULK [illegible] (N) $650

These trucks are used for transporting food, are rusted, rubber bumpers are decayed and the casters work poorly. Wards K 3 and K 4.

J. O.E. 434 [illegible] (N) $[illegible]

These are for moving filled cans of garbage from the dishwashing areas into the garbage ro[om] for disposal. At present these loaded cans are dragged on the tile and terrazzo floors and the floors become marred and scratched.

O.E. 434 1 [illegible]

This is for storage of sugar at present stored in galvanized iron cans and must be dragged over the tile floors which scratches the floors. The bin is a more [illegible] for storing sugar and includes a padlock for security.

H. O.E. 434 1 1/2 TON FLAT TRUCK (N) $205

This truck is for receipt and delivery of heavy sacks of supplies from the loading platform to the storage room. The sack of dishwashing compound weighs 125 lbs.

I. O.E. 434 1 LARGE FRYER (N) $675

This is necessary for the preparation of deep frys for patient's meals. Frys cannot now be served because the one fryer now available is unable to handle the volume.

O.E. 434 1 [illegible] $[illegible]

These are for storage of flour, sugar and bread crumbs in the main kitchen. At present garbage cans must be dragged across the tile floor. These rollaway bins are more sanitary and can be locked at the end of the day.

K Deleted by Chief Administrative Officer

O.E. 434 1 MEAT AND FISH [illegible] (N) $[illegible]

This is for the Butcher Shop which supplies meat to all City institutions jails, [illegible] as well as Laguna Honda Hosp. This additional equipment is needed on a [illegible] machine which provide for the serving of sliced meats and fish. This machine pr[ovides] part[s] of a uniform size, more economical than saving and cutting by hand. Presently the[re] is one other saw but it is 12 years old and breaks down frequently.

O.E. 434 1 FOOD GRINDER (.) $[illegible]

This is for the preparation of special diets for patients who are unable to take solid foo[d]. For making puree diets, vegetables, fruits, also for making special nourishments.

O.E. 434 1 GARBAGE DISPOSAL UNIT (.) $250

This unit should be purchased for emergency replacement for one of the existing 15 small garbage disposal units in use by the diet department on the various wards, etc. When these units break down garbage must be transported through hallways, elevators, etc. in an unsanitary manner. With this unit a replacement could be made immediately while the old disposal unit is under repair.

O.E. 434 [illegible] (N) $2268

[illegible] for the lack of utility guernies slows work routine. We have found that separating employees while they work allows them to accomplish much more. Now they do work separately but because of the lack of guernies time is being wasted running to and from another orderly's utility guerney or the linen room.

O.E. 436 12 LINEN HAMPER FRAMES (N) $226

Lack an adequate number so soiled linens are thrown on floorand in tub room until work is completed.

O.E. 436 1 PORTABLE SEWING MACHINE (N) $160

This is to be used by patients for training in household activities. It will also be used for making cloth equipment items designed for special patients use and for making cloth support restraints. Training in use of a sewing machine is a phase of rehabilitation for women who may return home.

O.E. 436 1 UTILITY G[illegible] (N) $360

These are for use in the women's ambulatory wards for clean linens transported back and forth on [illegible] At the present time they are using old wheel chairs for this purpose which are not [illegible]

O.E. 436 1 [illegible] $60

These are for transporting soiled linens after removal from beds. At the present time old wheel chairs are being used for this purpose.

O.E. 442 4 BIOLOGICAL REFRIGERATORS (N) $858

For M 4, M 2, O 5 and K & L 5 for storage of biologicals as required by State Hospital inspectors.

O.E. 442 60 STAINLESS STEEL CHAIRS (N) $7245

Really desperately needed. There's a continual shortage of wheel chairs which confines the majority of our patients to the ward environment day after day, leading to physical and mental deterioration.

Y. O.E. 442 60 FRAZE SIDE RAILS (N) $3600

Many of our patients sustain fractures and serious or minor injuries from falling out of bed due to lack of an adequate number of side rails. This is a new type of side rail which is permanently attached to the bed and slides up and down, and automatically locks.

W. O.E. 442 [illegible] $111

For use on reddened areas on the patient's skin to prevent decubiti.

X. O.E. 442 1 11 cu. ft. REFRIGERATOR (N) $750

This is for storage of a six months supply of anti-biotics which must be kept under refrigeration. These [illegible] are now stored in a meat storage box in the Butcher Shop about a city block away.

O.E. 442 INVALID WALKER (N) - 6 $759

[illegible] again by Physiatrist for patients on a rehabilitation program. The Invalex walker folds [illegible] to be kept by the patient's bed so he may use it any time during the day or night.

Z O.E. 442 [illegible] $225

. O.E. 482 24 ADJUSTABLE WHEELCHAIR TRAYS (N) $190

Many of our patients remain in a wheelchair most of the day. This would provide a work table, tray table, writing table, etc. for them.

. O.E. 482 1 BIRTCHER DE LUXE ELECTRATOR SET (N) $80

For surgery - to be used to remove warts, callouses, cauterizes, etc.

. O.E. 482 1 BRONCHOSCOPY SET (N) $650

For surgery - None at present time. We must use Dr. Cowan's.

. O.E. 482 1 RECORD PLAYER WITH RECORDINGS (N) $135

This is useful in stimulating aphasic patients by repeating basic speech recordings.

. O.E. 482 1 SET OF WALKING PARALLEL BARS (N) $315

These parallel bars are to be used for early gait training. This model is bolted to floor and is especially suitable for patients getting in and out of wheel chairs.

. O.E. 482 1 WALKER (N) $

This apparatus is used for early gait training or an aid in ambulation of severely disabled patients.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

2344

Actual Expenditures Fiscal Year 1959-1960	Budget Fiscal Year 1960-1961	Supplemental Appropriations or Modifications	Estimated Expenditures Fiscal Year 1960-1961			(1) Budget Estimate of Department			(2) Budget as Recommended by the Mayor			(3) Budget as Adopted by Board of Supervisors			Reference Index	
						Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount		
						Permanent (1) (Continued)										
				47			32			0					B	
				400			400			0					C	
				400			400			0					D	
				30			30			30					E	
				240			240			0					F	
				920			0								G	
				150			0								G	
				180			0								G	
				250			250			120					H	
				750			750			0					I	
				45			45			45					J	
				119			119			119					K	
				145			145			145					L	
				260			260			260					M	
				330			330			330					N	
				500			500			150					O	
				7480			2118.9			55,000						
				7480			2118.9			55,000						
				NET TOTAL												

B. ... 482 1 ALUMIN M FOLDING WALK R (N) $ 27

This apparatus is used in assisting a handicapped patient in walking. The patient lifts and slides the walker on the floor as he progresses forward.

. O.E. 482 1 EXERCISE STAIR CASE (N) $400

This is for use in training patients to walk up steps.

. O.E. 432 1 MAT PLAIF RU (N) $

This isfor placing mats for exercise.

. ... 432 1 AM ... (N) $30

This is for the use of an above-knee amputee to enable him to perform independent resistive exercises for strengthening the stump.

.. O.E. 482 12 PEACOCK LOOMS (N) $

These are to replace looms now on loan by the American Red Cross. The latter have been in use for over six years and are now inoperable, with rachets and needles broken and frames falling apart.

. Deleted by Chief Administrative Officer.

.. O.E. 432 3 DIAGN ... (N) $150

At the present time there is only one such set for 20 wards and 18 physicians. It is desirable to set up 3 diagnostic trays for use on these wards. These trays are to include the above, spygmomanometers, stethoscope, and neurological instruments.

.. O.E. 472 14 FIRE EXTINGUISH ... (N) $750

This covers three different types of extinguishers, 4 water pump type, 8 carbon dioxide and two powder type. This equipment is recommended by the Fire Department to be installed in the laundry, the main kitchen, the power plant, gasoline pumps and X-ray room.

. O.E. 454 1 FLOTA ... (N) $45

This is used for floating tissue specimens removed by a microtome to select the best portion of the specimen for microscopic examination. It will replace ... loaned by the University of California Medical School but which may now be withdrawn from Laguna Honda Home by the University.

. ... INCUBATOR ... $

This is used for drying slides and melting wax and will replace an incubator belonging to the University of California Medical School which incubator may be withdrawn from Laguna Honda Home by the University.

. ... $145

... is required for measuring ... ns, powders and crystals and will replace ... which may be withdrawn from Laguna Honda ... by the University of Cali...

... $

... ace head centrifuge to replace an 2 head cen... fuge owned by the University of California ... which may be withdrawn from Laguna Honda Home by the Universit...

4. O.E. 484 1 MICRO-BOMAT SHIT CONTAINING WITH ACCESSORIES AND STAND (N) $330

This is for use in connection with a new method of processing blood specimens, especially desirable for obtaining blood samples from older people. This method is more efficient with greater patient's comfort.

. ... $500

Medical and Technical Reference books as they become available or need develops for replacement.

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INDEX NO. 55 D.P.H. - SAN FRANCISCO HOSPITAL

COMPARATIVE SCHEDULE OF EXPENDITURES

	1944-44	1944-45	1945-46	1946-47	1947-48	1948-49	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55	1955-56	1956-57	1957-58	1958-59	1959-60
Permanent Salaries	1,309,041	1,408,083	1,565,092	1,918,012	2,144,799	2,500,196	2,554,085	2,553,701	3,096,913	3,802,352	4,196,998	4,736,515	4,968,752	5,106,170	5,435,354	5,882,617	5,887,249
Number of Employments - Permanent	(930)	(928)	(905)	(922)	(919)	(935)	(964)	(1,048)	(1,233)	(1,242)	(1,259)	(1,441)	(1,442)	(1,420)	(1,441)	(1481)	(1,470)
Number of Employments - Interdepartmental	-	-	-	-	(11)	(13)	(13)	(13)	(13)	(13)	(13)	-	-	-	-	-	-
Allowance for Overtime	4,607	5,501	5,609	8,027	8,331	6,279	5,124	4,906	5,800	4,596	4,988	4,382	5,334	4,646	4,746	4,595	4,206
Holiday Pay	-		37,370	43,822	51,671	59,070	68,047	63,631	76,575	84,511	88,199	88,906	94,695	92,048	144,535	161,096	166,243
Extended Work Week																	1,440
Maintenance Allowance	161,321	179,905	184,675	196,410	275,986	296,207	321,459	380,183	407,262	-	-	-	-	-	-	-	-
Sick Leave	7,721	6,469	7,871	7,872	8,755	10,956	12,450	10,359	9,256	9,596	8,368	11,168	12,280	8,310	11,771	6,209	9,939
Military Leave	622	622	-	-	-	-	-	-	-	-	152	388	-	238	220	277	278
Temporary Salaries	20,111	18,864	18,976	15,124	21,418	44,181	29,481	27,656	34,019	20,522	13,696	17,431	21,356	21,736	21,350	18,779	16,643
Wages				-	-	-	96,996	102,238	120,431	133,072	146,046	154,918	155,628	158,289	183,916	186,812	188,740
Number of Employments - Wages					-	-	(25)	(27)	(28)	(31)	(34)	(34)	(34)	(35)	(36)	(38)	(40)
Automotive Wages	-	-	-	-	-	-	-	-	-	2,022	10,244	6,996	-	-	-	-	-
Employees' Car Allowance				-	-	-	-	269	285	456	391	634	677	652	674	525	587
Maintenance & Repair - Buildings	119,534	14,122	24,651	83,560	59,272	60,124	100,110	190,545	52,800	35,562	-	-		-	-	-	-
Maintenance & Repair - Automotive Equip.	446	415	628	646	807	647	526	1,089	960	510	685	924	1,001	490	429	488	581
Heat, Light and Power	58,961	51,629	57,618	68,955	82,361	84,135	92,618	67,592	69,889	72,952	75,717	81,142	87,584	90,043	92,564	95,868	105,228
Laundry Service		-		-	-	-	-	9,287	10,179	9,280	10,500	-	-	8	-	-	-
Soil Service & Care - U.C.Contract																	213,101
Medical Service and Care	680	825	1,125		1,901	2,181	700	1,305	1,599	227	11,300	22,642	23,130	23,100	23,285	23,948	1,851
Other Contractual Services	37,185	17,968	16,182	17,598	21,117	16,637	28,302	24,866	20,586	27,228	27,116	27,679	29,070	28,783	39,189	44,732	45,919
Replacement Parts (Other Mach.)	6,850	524	1,530	1,389	2,262	10,581	-	7,744	6,956	6,387	6,524	3,700	6,305	6,698	5,983	9,615	9,611
Lumber & Millwork	731	97	1,089	996	1,826	511	1,550	2,265	2,408	1,505	1,362	992	862	493	589	416	492
Builders & Misc. Hardware	1,071	110	1,314	475	1,182	2,134	2,578	2,910	3,271	2,162	2,059	4,179	4,193	3,675	2,188	3,311	3,190
Pipe, Plumbing & Steamfitters' Supplies	1,746	1,826	1,150	1,615	2,111	3,706	3,223	2,752	2,621	2,714	2,622	939	659	370	442	481	662
Electrical Supplies	2,644	2,699	2,555	2,887	4,602	7,414	4,423	5,905	3,973	3,186	3,246	3,925	3,654	4,074	6,497	7,632	7,645
Fuel, Illuminants and Lubricants	9,521	2,630	1,780	1,442	2,791	17,742	11,019	1,612	2,358	681	627	2,188	1,973	2,654	810	503	696
Household & Institl. Supplies	13,601	11,220	17,647	19,140	25,092	17,105	24,206	20,990	32,513	16,857	24,859	32,148	37,097	36,026	36,065	43,971	43,792
Cleaning, Polishing, Lav. Supplies	11,256	12,536	13,687	11,365	13,331	28,431	23,112	20,918	26,063	23,948	28,956	19,693	23,465	17,634	18,957	20,927	23,276
Dry Goods & Wearing Apparel	47,554	46,080	42,152	42,401	49,865	72,630	56,611	61,866	68,926	62,865	64,389	63,826	72,552	76,331	55,362	72,652	74,284
Assistance	131,111	116,015	120,935	147,247	401,225	173,511	174,145	500,334	540,605	520,610	482,690	481,545	456,541	446,212	439,559	451,383	471,722
Drugs, Chemicals and Doses	74,774	78,813	83,553	134,651	206,780	126,808	134,844	205,230	227,161	193,080	210,583	221,504	187,193	253,439	293,572	297,298	316,352
Hospital & Lab. Supplies	74,774	58,605	62,013	74,612	101,841	135,175	144,844	147,220	121,131	104,560	251,859	175,102	196,153	176,208	150,903	172,113	159,211
Medical Supplies (Emergency Hospital)						-		4,042	3,309	2,58	2,199	2,757	2,752	2,600	2,500	2,584	2,522
Wages - Gardeners															41,716	42,341	43,220
Number of Employments															(8)	(8)	(8)

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INDEX NO. 43 - D.P.H. - SAN FRANCISCO HOSPITAL (Continued)

COMPARATIVE SCHEDULE OF EXPENDITURES (Continued)

	1943-44	1944-45	1945-46	1946-47	1947-48	1948-49	[illegible]	[illegible]	[illegible]	[illegible]	1953-54	[illegible]	[illegible]	1956-57	1957-58	[illegible]	1959-60
Stationery & Office Supplies	6,242	8,678	6,906	7,678	13,136	16,[illegible]	[illegible]	13,171	[illegible]	[illegible]	12,[illegible]	[illegible]	[illegible]	10,057	24,189	[illegible]	[illegible]
X-Ray Film	19,612	19,379	24,[illegible]8	21,433	16,830	32,117	17,121	43,424	47,[illegible]0	47,[illegible]	46,296	[illegible]	[illegible]	46,[illegible]0	51,422	[illegible]	[illegible]20
Other Materials & Supplies	3,093	2,450	3,257	3,840	3,[illegible]	5,[illegible]6	17,[illegible]	5,912	3,171	4,[illegible]9	4,621	[illegible]	[illegible]	3,[illegible]	4,391	1,[illegible]	13,117
Equipment	15,108	65,255	10,077	24,230	25,[illegible]	10,713	102,[illegible]	46,[illegible]	10,[illegible]	20,[illegible]	82,166	[illegible]	[illegible]	41,[illegible]	112,713	41,[illegible]	[illegible]713
Buildings, Structures & Improvements	4,445	-	-	2,216	109,609	89,812	28,395	90,[illegible]	7,369	56,109	5,098	120,946	-	-	-	-	-
Services of Other Departments	12,118	12,[illegible]57	14,375	15,[illegible]46	14,[illegible]99	16,[illegible]49	-	-	-	-	-	-	-	-	-	-	-
TOTAL	2,293,483	2,429,946	2,547,[illegible]62	3,143,544	3,[illegible]3,277	[illegible]	4,334,[illegible]53	[illegible]	[illegible]	[illegible]	5,[illegible]2,[illegible]62	[illegible]	[illegible]	6,[illegible],[illegible]16	7,[illegible],[illegible]11	[illegible]	[illegible],030,[illegible]17

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1348

Actual Expenditures 1960-61	Budget 1960-61			Additional Expenditures Authorized 1960-61				Estimated Expenditures 1960-61			(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962				Increase or Decrease Budget 1961-62 Over 1960-61		Recommended by Office Budget & Control Subject to Action of Department			(2) BUDGET as Recommended by the Mayor			(3) BUDGET as Adopted by Board of Supervisors			Retirement Index	
	No.	Class	Rate	Amount	Date	No. of Days	Rate	Amount				No.	Class	Number of Employees	Rate	Amount	Positions	Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
													PERSONAL SERVICES																
												1110	Permanent Salaries	225		1555000	45	155000	322		150,314								
												1111	Interns	01		145.53		11201	01		145.53								
												1112	Nursing	933		2381,03	122	131112	522		419+3								
												1112.1	Overtime (Nursing Personnel)																
												1113	Special Nurses			62000		53889			52000								
												1114	Inmate Help			1300					1800								
												1115	Attendant Helpers	105		447090	5	17450	115		447090								
												1116	Dietitians	23		90000	4	148512	243		90,104								
												1117	Porters	107		384183	10	25712	100		63,725	101							
												1118	Psychiatric Care & Treatment				-114	3,311											
												1119	[illegible]	9		1,+05	3	137+			17,053								
												1120	[illegible]	10					10			10							
												1121	[illegible]	4		223083		1162			223,03								
												1122	[illegible]	1		53520		2411			5359								
												1123	[illegible]	101		1+3300	1	1321											
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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — SAN FRANCISCO HOSPITAL — Appropriation Number 1,452,110, etc.

Line No.	Actual Expenditures Prior Fiscal Year	Budget Fiscal Year 1960-61 Item No.	Budget Fiscal Year 1960-61 Number of Employees	Budget Fiscal Year 1960-61 Rate	Budget Fiscal Year 1960-61 Amount (Dollars Only)	Estimated Expenditures Fiscal Year 1960-61 Date	Estimated Expenditures Fiscal Year 1960-61 Number of Employees	Estimated Expenditures Fiscal Year 1960-61 Rate	Estimated Expenditures Fiscal Year 1960-61 Amount (Dollars Only)	Actual Expenditures Fiscal Year 1959-60	Estimated Expenditures Fiscal Year 1960-61	Estimated Expenditures Fiscal Year 1960-61 Increase or Decrease	Item No.	Department, Bureau or Division and Character of Expenditures	Number of Employees	Rate	Amount	Increase or Decrease Over Budget Fiscal Year 1960-61 Number of Employees	Increase or Decrease Over Budget Fiscal Year 1960-61 Rate	Increase or Decrease Over Budget Fiscal Year 1960-61 Amount	Increase or Decrease Over Estimated Expenditures Fiscal Year 1960-61 Number of Employees	Increase or Decrease Over Estimated Expenditures Fiscal Year 1960-61 Rate	Increase or Decrease Over Estimated Expenditures Fiscal Year 1960-61 Amount	Recommended or Adopted Fiscal Year 1961-62 Number of Employees	Recommended or Adopted Fiscal Year 1961-62 Rate	Recommended or Adopted Fiscal Year 1961-62 Amount	Increase or Decrease Over Budget Fiscal Year 1960-61
1																											
2	57220				59822								3/														
3	96713				62573						62573																
4										15779	116150																
5																											
6	13232																										
7																											
8	39393				42000					25759	21241																
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CONTROLLER'S FORM No. 4130

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1350

DEPARTMENT OF PUBLIC HEALTH — SAN FRANCISCO HOSPITAL

Actual Expenditures 1959-1960 (Dollars Only)	Budget Item No.	Budget Number of Employees	Budget Rate	Budget Amount (Dollars Only)	Supplemental Appropriations or Modifications Date	Supplemental Appropriations or Modifications Number of Employees	Supplemental Appropriations or Modifications Rate	Supplemental Appropriations or Modifications Amount (Dollars Only)	Expenditures 1960-1961 Actual First 6 Months (Dollars Only)	Expenditures 1960-1961 Probable Last 6 Months (Dollars Only)	Expenditures 1960-1961 Probable for Year (Dollars Only)	Class Number	Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	With 1960-1961 Budget Compared to 1960-1961 Increase Number	With 1960-1961 Budget Compared to 1960-1961 Increase Amount	(1) Budget as Submitted by Department Number of Employees	(1) Budget as Submitted by Department Rate	(1) Budget as Submitted by Department Amount (Dollars Only)	(2) Budget as Recommended by the Mayor Number of Employees	(2) Budget as Recommended by the Mayor Rate	(2) Budget as Recommended by the Mayor Amount	(3) Budget as Adopted by the Board of Supervisors Number of Employees	(3) Budget as Adopted by the Board of Supervisors Rate	(3) Budget as Adopted by the Board of Supervisors Amount	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
Number Empl. 1959-1960				0,552,110,000				-24590																				
				3505																								
2	1	1	1	436	5232													1	436	5,232								
3				442																								
4	3	1.1	3	543	19390																							
				530																								
5	1	1.2	1	660	7920																							
6	1	1.3	1	644	7728													1	644	7,728								
7				644																								
8	1	1.4	1	782	9384													1	782	9,384								
9	1	1.5	1	644	7728																							
10	1	1.6	1	644	7728																							
11	1	1	1	941	11292													1	941	11,292								
12				341																								
13	1	1	1	341	4092													1	341	4,092								
14	3	3		1,141	4,023																							
15				1,141																								
16	1	1	1	941	11292													1	941	11,292								
17				341																								
18	1	1	1	341	4092																							
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A. Annual Salary Increments

B. Deleted by C.A.O.

C. 1 B2 Account Clerk, Appropriation Ledger, Accounting

This position is to set up appropriation ledger a[illegible] of the fiscal [illegible] of the institution. This will give the administrat[illegible] a daily [illegible] of the accounts by posting to the ledger [illegible] (purchase orders), and expenditures (warrants). [illegible] immediate access to the detail of any of the institution's [illegible] and requisitions may be screened against a [illegible] the wasteful and time consuming practice now used, where requisitions are mailed and submitted to the central accounting office, which in turn makes a check against the balances available, and may or may not notify the institution that the accounts are overdrawn; in this case the requisitions are screened over the telephone so that the balances can be used on those items which have priority for the daily [illegible].

Both of these controls are management tools without which even the smallest business could not operate effectively or efficiently. To expect a 9 million dollar operation to continue its daily operations without these 2 most basic accounting tools is contrary to any of the axioms of business administration.

D. 1 B10 Accountant III, Administration.

This position will provide direct supervision, under the general supervision of the Assistant Superintendent, Administrative, of the administrative accounting function of the hospital. This includes budget preparation and control, [illegible] control including perpetual inventory, stock levels, [illegible] patients property and cash; equipment inventories, etc. This position will have direct supervision over 3 existing sections of the hospital, and will be asked to create 1 additional, a budget section including a budget preparation and control unit, and a material control unit. These different units will together employ 33-4/10 positions. Reporting directly to this new position will be the cost unit and the property unit of the accounting section, headed by a B6 accountant; and an information section, headed by a telephone operator; a purchasing stores section headed by a general storekeeper; and the new budget section headed by a B4 Accountant I.

Creation of this position will relieve the administrative Assistant Superintendent of much of the detail required of that position at this time, and will help return it to its primary function, which is general supervision of the non-medical divisions of the institution.

E. 1 B1[illegible] General Clerk, Medical Record Room.

Requested in connection with the re-opening of Building 10, establishing 5 new surgical wards. This position is needed primarily [illegible] filing in the [illegible]ich shelves in the medical record room. [illegible] to be specified as male. It will also be used for filing the patients the [illegible] in the master file. Between times [illegible] of hours per day, [illegible] days per week. This will [illegible] and requisitions [illegible] the wasteful and time consuming practice now used, where requisitions are mailed and submitted to the central accounting office, which in turn makes a check against the balances available, and may or may not notify the institution that the accounts are overdrawn; in this case the requisitions are screened over the telephone so that the balances can be used on those items which have priority for the daily [illegible].

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CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1352

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: SAN FRANCISCO HOSPITAL — Appropriation Number: 1,557,110,000 — Sheet Number: 4 of 23 Sheets — Index Number: 552

Action Proposed (Mayor)	Salary Ord. Sec. No.	Class No.	Number of Employees	Amount	Number of Employees	Rate	Amount	Actual Past 6 Months	Present Year 6 Months	Increase or Decrease	Item Number	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962	Number of Employees	Rate	Amount	Present Budget Amount	Increase or Decrease Amount	(1) Number of Employees	(1) Rate	(1) Amount	(2) Number of Employees	(2) Rate	(2) Amount	(3) Number of Employees	(3) Rate	(3) Amount	Reference Letters	
												(Special Account)																1
1K	11.1	1	1									Maternity (Special Act	1	K367	4230			1	K367	4,230	1K	367	4,794					2
												Kitchen Helper (Separate Page)																3
3	11	3	111	2,112								Maintenance Man Helper (Special Acct.) Health Dept. (Separate Page)		333	12119		-218	3	333	12,119	3	275 333	12,119				A	4 5
1	19	1	1	1,012							1163	Nurses Attendant	3	367	10812		-2	3	367	10,812	3	385 469	17,437				A	6
											1113	Orderly (Separate Page)																7
5	11	1	1	1,900							1120	Senior Orderly	5	367	21216		17	5	367	21,216	5	325 395	22,842				A	8
											1121	Senior Orderly (Nurs	1	367	3670	1	1.70	1	367	3,670	1	325 395	3,946				C	9
3	11	1	1	1,584							1122	Head Nurse	3	333	13122		-33	3	359	13,122	3	310 376	13,787				A	10
											1130	(Special Acct. Separate Page) Assistant Superintendent of Nurses																11
											1130	(Special Acct. Separate Page) Assistant Superintendent of Nurses																12
11	19	11	11	5,541							1131	Elevator Trainee	11	325	48723		-1500	11	325	48,723	13	275 333	50,414				A	13
16	11	16	111	5,551							1132	Laundress	16	333	63979		4.4	16	333	63,979	16	288 350	66,173				A	14
1	11.1	1	1	1,000							1133	Barber	1	333	3993			1	333	3,993	1	275 333	3,996					15
1	11	1	1	1,000							1134	Janitor	1	333	3993		11	1	333	3,993	1	275 333	3,996				A	16
2	11	2	2	1,992							1140	Nurses Aid (Ist Year)	2	333	7992			2	333	7,992	2	275 333	7,992					17
2	19	2	2	1,992							1141	Orderly	2	359	9024		12	2	359	9,024	2	310 376	9,024				A	18
1	11.1	1	1	1,000							1142	Cook's Helper	1	333	3813		-21	1	333	3,813	1	302 367	3,813				A	19
6	19	6	6	5,976							1143	Housekeeping Aide	6	333	23945		-20	6	333	23,945	6	288 350	23,545				A	20
1		1	1	1,000							1144	Washer	1	333	4029			1	333	4,029	1	310 376	4,512					21
1	11	1	1	1,000							1145	Cook's Helper	1	333	4331			1	333	4,331	1	358 436	5,232					22
1	11	1	1	1,000							1146	Cook	1	333	5550			1	333	5,550	1	458 556	6,672					23
											1150	Head Cook (Separate Page)																24
14	19	14	14	7,980							1151		1	333	1998			1	333	1,998	15	325 395	23,386				A	25
											1152		1	333	3330						7/15/61 1	325 395	3,270				C	26
3	11	3	3	5,994							1153		3	333	12987		-33	3	333	12,987	3	341 415	14,969				A	27
1	11	1	1	1,998							1154		1	333	4329			1	333	4,329	1	376 458	5,196					28
6	11	6	6	5,994							1155		6	333	15987			6	333	15,987	6	302 367	15,799				A	29
											1156						-33										C	30
1	11	1	1	1,000							1161		1	333	4329			1	333	4,329	1	367	5,364					31
3	11.1	3	3	3,000							1162		3	333	11988		-33	3	333	11,988	3	326	17,832				A	32
1	11	1	1	1,000							1163		1	333	3996			1	333	3,996	1	500	8,316					33
1	11	1	1	1,000							1164										1	1,851	22,212				A	34
																							17,800					35

4. Annual Salary Increments

. Deleted by C.A.O.

. 1 I120 Senior Orderly, Nursing.

With the opening of Building 10 the Medical Service is combining Urology and Genital-Urinary services on one ward. At the present there is one technician doing the urological work and this second position would be a trained person for use on the female section.

. 1 I206 Porter Sub-Foreman, Housekeeping.

This position was dropped when Building 40 was originally closed. At that time it was the understanding that when Building 10 was opened this position would be re-established. This is the supervisory position for the Housekeeping Section covering 4 wards and Cent. Supply in Building 10. This is the pattern which is used throughout the Institution and is needed for the supervision of the 10 porters assigned to this area.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — SAN FRANCISCO HOSPITAL

Number Emp. Last Year	Number Emp. This Year	Number Emp. Next Year	Rate	Amount (Dollars Only)	Class No.	Position	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount (Dollars Only)	Reference Index
						(Special Acct)										
1K	13.1	1	K367	4600	C152	Watchman	1	K362	4630	1	K367	4,794	1K	367	4,794	
					I2	Kitchen Helper (Separate Page)										
3	22	3	275-333	13737	I24	Waitress or Efo Waiter			11111	-618	3	275-333 12119	3	275-333	12,119	A
						(Special Acct) Inmate Help (Separate Page)										
3	25	3	367-447	16012	I10c	Morgue Attendant	3	367-447	16012	-2	3	367-447 16012	3	385-469	17,437	A
						(Special Account)										
5	27	5	302-367	21210	I11a	Orderly (Separate Page)										
					I12	Senior Orderly	5	367	21210	170	5	302-367 21210	5	325-395	22,842	A
					I12	Senior Orderly (Nite)	1	367	3670	1 3670	1	302-367 3670	1	325-395	3,946	C
3	30	3	298-350	12894	I12	House Mother	3	350	13122	83	3	350 13122	3	310-376	13,787	A
						Student Vocational Nurse										
					I13	(Special Acct. Separate Page)										
						Vocational Nurse										
					I13	(Special Acct. Separate Page)										
13	49	13	325-395	50312	I1	Fireman Trainee	13	325	48723	-156	13	325-367 48723	13	275-333	50,414	A
16	30	16	333-367	62521	I1	Fireman	16	333	62370	616	16	333-367 62986	16	350-388	66,173	A
1	30.1	1	325-367	3900	I15	Stretcher	1	325	3900		1	325 3900	1	275-333	3,996	
1	32	1	325-367	3920	I15	Porter	1	325	3900	180	1	325 3900	1	275-333	3,996	A
2	33	2	325-367	7800	I1	Porter (Night)	1	325	3900		2	325 7800	2	275-333	7,992	
2	34	2	333-395	8450	I1	Trim Carp.	1	333	3950	1.1	2	333 8532	2	310-376	9,024	A
1	34.1	1	333-395	3911	I1	Asst. Head Porter	1	333	3950	-1.1	1	333 3950	1	367-402	3,813	A
6	34.2	6	341-395	22011	I1	Asst. Supt. (Medical) S.F.G.H.	1	1111	12372	240	6	341 22011	6	350-388	23,545	A
1	35	1	333-395	4290	I1	Waiter	1	333	3950		1	333 4290	1	310-376	4,512	
1	37	1	341-415	4930	I1	Head Waiter	1	341	4060		1	341 4060	1	348-436	5,432	
1	38	1	350-430	5300	I1	Supv. Food Service Worker	1	350	4150		1	350 4150	1	358-556	6,672	
						(Special Account)										
					I20h	Porter (Separate Page)										
15	40	15	302-367	68190	I20c	Porter Sub-Foreman	15	302-367	68195		15	302-367 68195	15	325-395	23,386	A
					I20c	Porter Sub-Foreman (Nite)	1	302-367	3070	1 3070	1	302-367 3070	1	325-395	3,770	
3	41	3	325-395	14251	I20g	Porter Foreman	3	325-395	14249	-3	3	325-395 14249	3	341-415	14,969	A
1	42	1	367-447	6045	I21c	Head Porter	1	367-447	6045		1	367-447 6045	1	376-458	6,196	
6	43	6	341-415	23602	I1	Supervising Orderly							6	367-447	25,799	A
					I25c	Seamstress (SPN)	1	341-367	3650	1 3650	0					B
1	44	1	367-447	5300	I25c	Head Seamstress	1	367-447	5304		1	367-447 5304	1	376-458	5,564	
3	44.1	3	395-483	16854	I30c	Instr. In Occupational Therapy	1	395-483	12397	563	3	395-483 12397	3	405-497	17,832	A
1	46	1	483-589	7920	I40c	Executive Housekeeper	1	483-589	7920		1	483-589 7920	1	505-615	8,148	
1	45	1	1183-1439	11970	I2	Asst. Supt. (Medical) S.F.G.H.	1	1183-1439	12372	996	1	1183-1439 13368	1	1214-1476	14,052	A
1	46	1	1439-1750	17688	I2	Superintendent of S.F.G.H.	1	1439-1750	17688		1	1439-1750 17688	1	1476-1796	17,688	

A. Annual Salary Increments

. Deleted by C.A.O.

1 1120 Senior Orderly, Nursing.

With the opening of Building 10 the Medical Service is combining Urology and Genital-Urinary services on one ward. At the present there is one technician doing the urological work and this second position would be a trained person for use on the female section.

D. 1 1206 Porter Sub-Foreman, Housekeeping.

This position was dropped when Building 40 was originally closed. At that time it was the understanding that when Building 10 was opened this position would be re-established. This is the supervisory position for the Housekeeping Section covering 4 wards and Central Supply in Building 10. This is the pattern which is used throughout the Institution and is needed for the supervision of the 10 porters assigned to this area.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — SAN FRANCISCO HOSPITAL

Actual Expenditures 1960-1961 (Dollars Only)	Fiscal Year 1960-1961 Budget: Item No.	Number of Employees	Rate	Amount (Dollars Only)	Supplemental Appropriations Ordinance: Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961: Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	Departmental Budget Estimate for Fiscal Year 1961-1962: Class Title or Description	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget Gain (+) or Decrease (-): Number	Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Rate	Amount (Dollars Only)	(1) Budget as Recommended by the Mayor: Number of Employees	Rate	Amount	(2) Budget as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Reference Index
1	8	9	6	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
Number of Employees 1959-1960																												
2	49	2	505	12120								L70	Physical Therapist			12120					2	530	12,720					
1		1	550	2672								L71	Sr. Physical Therapist	1		2672			1		1	581	2,008					
4		4	405	10940								L72	Medical Laboratory Assistant	4		13920			4		4	415	19,416				A	
													Interns in Oral Surgery (Special Acct.-Separate Page)															
1		1		2772								L101	Asst. Resident in Oral Surgery	1		2772			1		1	220	2,772				A	
1		1		3330								L150	Resident in Oral Surgery	1		3330			1		1	288	3,393				A	
4		4	510	24540								L202	Dietitian	4	513	24540			4	513	4	583	25,239				A	
												L202	Dietitian (NEW)	1	513	1248	1	1248	1	513	0		0				BC	
1		1										L200	Chief Dietitian	1		8316			1		1	693	8,316					
4		4										L300	Pharmacist	4					4		4	720	32,179				A	
												L300	Pharmacist (NEW)	1			1		1		0		0				D	
1		1		10680								L300a	Sr. Pharmacist	1					1		1	905	10,860					
													Interns (Special Account-Separate Page)															
40		40										L302	Assistant Resident	40		116114			40		40	261	122,754				A	
												L302	Assistant Resident (NEW)	1			1		1		0		0				E	
												L302	Assistant Resident (New)				1		1		1	261	3,069				E	
												L302	Assistant Resident (Rch)	1			1		1		0		0				E	
15		15										L350	Senior Assistant Resident	15					15		15	302	53,913				A	
												L350	Senior Assistant Resident (NEW)	1			1		1		1	302	3,561				E	
12		12	435	62820								L357	Resident Physician	12					12		12	458	65,195				A	
2		2	1062	12851								L360	Physician P.T.	2		12851			2		2	1099	19,164				A	
			1156	9397								L361	Physician Specialist P.T.	2		9114			2		2	1212	9,571				A	
11		11	430	56800								L452	X-Ray Technician	11		56845			11		11	458	57,542				A	
												L450	X-Ray Technician (NEW)	3		13140	3	13140			2	458	9,202				F	
1		1										L [illegible]	Neuroencephalogist	1		15576			1		1	1337	16,044					
5		5	493	30405								L [illegible]	Asst. Sr. Operating Engineer	5		33021			5		5	518	31,520				A	
5		5		30411								L [illegible]	Assistant Operating Engineer	5		29143			5		5	584	35,129				A	
												L [illegible]	Assistant Operating Engineer (New)	2		11656	2	11656	1		0		0				G	
1		1										L172	Chief Operating Engineer	1					1		1	728	8,736					
1		1										P2	Emergency Hospital Steward	1					1		1	593	7,638					
119		119		1350800									TOTAL						96		296		1,458,989					

A. ANNUAL SALARY INCREMENTS.

B. Deleted by Chief Administrative Officer.

C. 1 - L322 Dietitian

1 - L322 Dietitian, Food Service Section.
No additional dietitians were employed when the 5-day week was established in 1950, and the dietary staff lost 2½ work days per week at that time. When special diet [illegible] wards were initiated the dietitians assumed the responsibility for [illegible] to the wards for half of the patients and [illegible] to compute and prepare menus [illegible] to make certain that [illegible] are ready for delivery [illegible] dietitians it is impossible only to [illegible] the following additional help would [illegible]

1. [illegible] service in general tray service in the wards.
2. Training, supervising, and relief in ward kitchens.
3. Ward kitchens and their equipment [illegible].
4. Patients will [illegible] given [illegible] instruction [illegible] in the wards [illegible].

All of these functions are properly those of dietitians and in usual hospitals are performed routinely. With the meager personnel at the hospital these functions of necessity have been neglected.

D. 1 - L304 Pharmacist, Pharmacy.

Our Pharmacy is open 365 days of the year. To provide a staff for this time we have 1 Chief Pharmacist and 4 Staff Pharmacists. This means that on only 2 days of the 7-day week are there 4 pharmacists on duty. During the fiscal year of 1950-51 the [illegible] prescriptions; during 1959 this increased to 49,495; and in the first five months of 1960-61 they filled 24,019. [illegible] just under 37% with no increase in personnel. This does not take into account [illegible] counting, and dispensing of the routine ward supplies which normally consume the full time of 2 pharmacists for one-half day each.

In addition to these normal duties the pharmacy has attempted to supply a quality and quantity control on ward drug supplies. This is done by routinely visiting each ward, checking the [illegible] stock for outdated materials, checking the quantities against the usage, returning overages and excess supplies to the pharmacy for [illegible]. This has resulted in a considerable saving of funds [illegible], as this time-consuming work has freed [illegible] filling. If this function has to be abandoned, which it [illegible] could be much greater than that of the presently being filled, the cost to the City in the drug account could be much greater than the new pharmacist requested.

E. 4 - L352 Assistant Residents

1 - L356 Senior Assistant Resident

These 4 medical resident positions have been requested by the medical staff, with the concurrence of Associate Dean of the Medical School. The positions are to be divided as follows:

1 L354 Assistant Resident, Obstetrics-Gynecology
1 L354 Assistant Resident, Ophthalmology
1 L354 Assistant Resident, General Surgery
1 L356 Senior Assistant Resident, Neurosurgery

Obstetrics-Gynecology: The census in the Prenatal Clinic as well as the number of deliveries have been rising steadily in the last two years. The present complement of residents is inadequate for proper supervision of Interns in conducting deliveries. Another position is urgently requested.

Ophthalmology: At the present time only 1 Assistant Resident is budgeted in this hospital. This man takes care of not only the needs of this hospital but has to be on constant call for eye emergencies in the Admission Emergency, as well as care for eye problems in the City Jail and the Laguna Honda Home. The second resident is urgently needed.

General Surgery: In order to provide supervision of Interns and give proper attention to patients in the Admission Emergency ward and at the same time carry on full operative schedule to take care of surgical patients on the wards another resident is needed.

Neurosurgery: In the past there has never been either a [illegible] With the [illegible] a neurosurgical resident was [illegible] surgery. A position for this resident was asked for and turned down by the [illegible] has proven of great value to the hospital and to the patients. [illegible] this assignment on a permanent basis.

F. 1 [illegible] Technician

1 - L452 X-Ray Technicians, X-Ray Division.

The X-ray load as recently as 1956 was 45,000 examinations per year. During 1959 this increased to 47,500. This is an increase of just under 10%, with no increase in personnel.

The X-Ray Division employs 11 X-ray Technicians. With this staff it operates 24 hours per day 365 days per year; and in addition sends a technician 2 days per week to Hassler Health Home. The consequent pile-up of individual patients waiting for X-rays in this section has meant that routine X-rays must wait for one, two or three days before the patient can be scheduled for the examination requested.

G. 1 Electrical Operation Engineer.

1 - 0104,1 Operating Engineer, Power Plant.

For the [illegible] month time I am requesting an additional Engineer 0104 for the upkeep of equipment in the hospital. This had been requested for many years prior to my taking over this position. When this hospital opened in 1915 it had 4 Engineers and 4 Junior Engineers [illegible] 40 hour week was adopted 1 additional man in each classification was added. This gave a total of 40 man hours per week. At the same time days off for holidays in repayment for ones that occurred on regular days off was instituted. This uses up a considerable amount of the additional 40 hours per week.

At the time of the hospital opening there was no mechanical refrigeration in Ward Kitchens or anywhere else except the Engine Room. All ice was made there and transported to ice [illegible] wards. We now have in kitchens, labs, nurses stations, etc. at least [illegible] At that time dishes were washed by hand in a sink. We now [illegible] All heat was by radiation and convectors. We now have 4 [illegible] ems. In the Surgery and Maternity Delivery Rooms these [illegible] ity control are of major importance on account of the use of explosive gases for anesthesia. Three duct type heating and ventilation syste[illegible] [illegible] ity controls, fans for supply and exhaust [illegible] for controls. We have a very large 10 ton capacity deep freeze, plus a smaller 3 ton one, 15 ammonia walk-in boxes and two 10 ton ammonia compressors for the same. We make all the ice used in the hospital, over 2 tons a day. We have just completed a large consolidated laboratory, part of the additional equipment includes a large [illegible] stage sterilizer, a glass-ware washer and sterilizer, 4 large walk-in refrigerators, 1 deep freeze, 2 chill [illegible] each with its own refrigeration compressor. A warm air heating system for the entire area with zone controls, 2 vacuum [illegible], 2 air compressors, 2 water distillers, a total of 31 ventilation fans in the building and on the roof. In addition there are 2 100% rooms for cultures with separate controls.

There has just been opened a new Cardiovascular Laboratory with separate air compressor and vacuum pump and other [illegible].

The watch system for operation of P.P. is based on 14 day schedule. During this 14 days we have available for routine maintenance only [illegible] days per week. [illegible] Engineer and 1 Junior Engineer. Two days of the 6 days are spent in the Laundry leaving 4 days for maintenance of the whole institution, provided there were no breakdowns anywhere. As there are always breakdowns of one kind or another it makes it impossible to carry out a regular schedule of routine preventive maintenance.

I have recently been assigned supervision of the grounds, this includes 8 extra men and time [illegible] this phase of the job. In order to keep up with the tremendously increased [illegible] vement costly and time wasting delays this man is absolutely necessary. There is no other one in private employment of any comparable size that operates with so few men for the [illegible] equipment.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1356
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1.557.110.001
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1.557.110.002
FISCAL YEAR 1961-1962 1.557.110.002.1
1.557.110.003

Sheet Number 6 of 13 Sheets

Actual Expenditures 1960-1961 (Dollars Only)	BUDGET 1960-1961 Salary Grd. Sec. No. 50a, 59.59a, 60.60.01 Item No.	Number of Employees	Rate	Amount	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Number of Employees	Rate	Amount	Actual Pivot 1960-1961	Probable Last 1960-1961	Probable for Year 1960-1961	Class Number of Posts	DEPARTMENTAL BUDGET ESTIMATE 1961-1962 ASSIGNMENT OR DESCRIPTION	Number of Employees	Rate	Amount	Increase (+) Decrease (-) Number of Employees	Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	Reference Index
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
umber of mployees 960-1960	0.557.110.001				12.31.60 OH			-9111				PERMANENT SALARIES - MISC.																
1			130	5556							L1H6	Interne in Hospital Surgery	3	160	5556			3	160	5,556								
											L1H7	Interne (2nd Period)		130	10920				130	10,920								
210											L1H8	Interne	58	170	142477			58	210	142,497								
(58)												TOTAL	61		158053	11.01	61	61		158,973								
39099								-9111				2 Internes at S.F.G.H. in excess of the number budgeted may, at the discretion of the department head receive																
					Transfers th																							
40	39.1	40									L1A6	Student Medical Nurse	40	200	16200						40	80	16,200					
12	11.1	117									L1A9	Intern Medical Nurse	117	376	536284			117	376	536,284								A
					Transfers to						L1B0	Intern Medical Nurse (Anes.)	15	376	58776				376	58,776								C
											L1B1	Intern Medical Nurse (Path.)	10	376	37112				376	37,112								D
220	75	230	70 550	1227392							P102	Registered Nurse	230	374	1332535			230	385-469	1332.697								A
											P102	Registered Nurse (Rel)	36	374	13119	36	13119	15	385-469	77.879								E
			Day 18.10								P102	Registered Nurse (NEW)	2	374	13721	2	13721	13	385-469	63.654								F
	35.1										P102	Reg. Nurse (Emergency/dark) Relief		Day 18.90					Day 19.12									
39	39	40	520	240701	12/9/60	4		-24804			P104	Head Nurse	36	13	238961	36	1,764	36	458-556	238.998								
												Head Nurse (Rel)	2	13	10441	2	726	2	458-556	11.167								G
											P104	Head Nurse (Rel)	12	13	10441	12	2721	12	458-556	10.441								H
6	5.1	6										Asst. Dir. of Nursing	1					6	584-710	49.534								A
												Asst. Dir. of Nursing (Rel)	1			1		0		0								I
																		2	584-710	18.006								A
1	.91	1		9140							P122		1		11		2113	1	745-905	9.568								A
4	3.9	4																4	458-599	27.905								A
30	29.1	30																30	518	18.885								A
1	.96	1																1	518-638	7.486								
4	3.9	4																4	458-556	29.511								A
1	.91	1											1					1	570-693	8.366								
2,110													908							5711.124								
												PERMANENT SALARIES-SPECIAL NURSES																
								18711	20340		20340	P103 Special Duty Nurses Transfers																
								18711	20340		20340	TOTAL																
	2.1											PERMANENT SALARIES-SPECIAL NURSES																
3110	2.0			2111															570-693	5,111								
3110																				5,111								

MAYOR RECOMMENDED:

(A) 119, 1 from 7-1-61
6 from 7-15-61
6 from 8-1-61

(B) P102 1 from 7-1-61
6 from 7-15-61
6 from 8-1-61

(C) P104 1 from 7-15-61
1 from 8-1-61

Annual Salary Increment

. Deleted by C.A.O.

. 30 I134 Licensed Vocational Nurses, Nursing.

The Nursing Division, with the addition of new Nurse, LVN, and Orderly positions is attempting to put into use what is known as a team plan of nursing. This is a system of dividing responsibilities for patients on individual wards by assigning patients to teams. These teams are responsible for the total care of the patient, as against the individual, haphazard system of nursing patients which does for the individual patient only that particular service which is needed at a particular time. This is a new approach to the nursing problem, has been demonstrated successfully throughout the rest of the country, and is well worth trying in this institution.

With the total number of positions requested in this budget, as well as those asked for, for the opening of Building 10, the total hours of nursing care per patient wi.. be raised approximately 30 minutes per day. This is 10 minutes per shift.

[illegible] figures a[illegible] that the [illegible] per year. To be realistic this proportion should be reduced by the vacation time, holiday time, etc.

. 23 I134 Licensed Vocational Nurses, Nursing.

These positions are a continuation of those requested in the supplemental for the second quarter of 1960. These positions are for the reopening of the 4 wards in Building 10 and one additional ward in Building 30.

. 34 P102 Registered Nurses, Nursing.

See Explanation for I134 Licensed Vocational Nurses under Item B above.

. 29 P102 Registered Nurses, Nursing.

See explanation included for I134 Licensed Vocational Nurses, under Item BA above.

These positions included in supplemental for second quarter of 1960, opening of Building 10.

. 4 P104 Head Nurses.

These 4 Head Nurse positions are requested for the evening shift, one for each bank of wards. This will give the 4 main hospital wards better supervision and nursing care during the evening hours. No relief is requested so that these positions will relieve each other.

. 5 P104 Head Nurses, Nursing.

These Head Nurse positions are for the 5 wards to be opened with the re-opening of Building 10, and are included in the supplemental for the second quarter of 1960. See explanation under I134 Licensed Vocational Nurses, under BA above.

. 1 P110 Assistant Director of Nursing, In Service.

The responsibility of training all new employees as well as older employees in the Nursing Division has reached such dimensions that the full assignment of 1 Assistant Director to coordinate, supervise and present that program is a necessity. The turnover in Orderly, LVN, and nursing positions puts an [illegible] the Head Nurses and other section heads to whom these new employees are assigned. [illegible] what they are to do, but the orientation to the area, building, [illegible] Instituting a full In-Service program will release many hours of nursing care back to the wards for the treatment of patients.

. In accordance with expenditures as per appropriations #0.557.110.002.1 and #0.557.119.003.

CITY AND COUNTY OF SAN FRANCISCO — 1358

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,557,110,004
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,557,110,005

FISCAL YEAR 1961-1962 1,557,110,006 1,557,110,007

Dept. Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Budget or Division: SAN FRANCISCO GENERAL HOSPITAL — Appropriation Number — Sheet Number 7 of 23 Sheets — Page Number 557

Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. No. 3[illegible],980 Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	Estimated 1960-1961 Actual First 8 Months (Dollars Only)	Probable Last 4 Months (Dollars Only)	Probable for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Proposed With 1960-1961 Budget (+) Increase (—) Decrease Items	Amount	(2) Amount Recommended by the Board Commissions or Department Number of Employees	Rate	Amount (Dollars Only)	(3) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(4) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Index	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
Number of Employees 1959-1960	0,557,110,004																											1
11.2	24		50	1800					518	1 [illegible]	1800		Inmate Help		Not over 50	1800					1800			1,800				2
11.2				1800					518	1 [illegible]	1800		Total			1800					1800			1,800				3
																												4
	0,557,110,005																											5
104	16	100	113	4,296,38					17,82	[illegible]	4,[illegible]	L	Kitchen Helpers	100	275 333	4,85571		-1067	100	275 333	428571	100	288 350	449,559			A	6
												L	Kitchen Helpers (New)	5	275 333	18525	5	18525	5	275 333	18525	2	288 350	7,169			C	7
[104] 407387		100		4,296,38					[illegible]	[illegible]	4,[illegible]		TOTAL	105		4470,6	5	17458	105		447096	102		456,728				8
																												9
	0,557,110,006																											10
.1	26	.11	111, 867989						41[illegible]	[illegible],961	[illegible],[illegible]	1116	Orderly	213	275 333	845306		-2683	213	275 333	845306	213	302 367	932,016			A	11
												1116	Orderly (New)	44	275 333	151200	44	151200	35	275 333	120798	16	302 367	58,554			DB	12
[.1] 867084		.11		867989					61[illegible]	4,961	867,89		TOTAL	257		996506	44	148517	248		966104	229		990,570				13
																												14
	0,557,110,007																											15
161	16	157	111	619384					502136	111248	619384	1204	Porter	157	275 333	606363		-11021	157	275 333	606363	157	295 358	652,096			A	16
												1204	Porter (New)	10	275 333	11740	10	11740	9	275 333	10362	4	295 358	13,764			SB	17
[161] 619,384		157		619384					106116	111248	619384		TOTAL	167		618103	10	20719	166		636725	161		665,860				18

MAYOR RECOMMENDED:

(P) I 2 1 from 7-15-61
1 from 8-1-61

(O) 1116 6 from 7-1-61
5 from 7-15-61
5 from 8-1-61

(H) 1204 1 from 7-1-61
1 from 7-15-61
2 from 8-1-61

A. Annual Salary Increments

B. Deleted by C.A.O.

C. 5 I2 Kitchen Helpers, Wards.

These 5 positions are for the re-opening of the 5 new wards with the opening of Building 10. These positions were dropped when the original Building 40 was closed and if the wards are to be re-opened, new positions must be created so that this work may be accomplished. The request is for 5 only with the intent of the hospital to absorb the 10 days off required for these 5 positions in order to provide 7 days per week coverage.

D. 28 I116 Orderlies, Nursing

These 28 positions are requested in the supplemental for the second quarter of 1960, to be used for the re-opening of 5 wards in Building 10. See explanation under I134 Licensed Vocational Nurses, Item NEW BA above.

D. 7 I116 Orderlies, Nursing

These positions are requested for the creation of team plan nursing; see explanation under I134 Licensed Vocational Nurses, Item NEW B above.

C. 9 I204 Porters, Housekeeping.

These 9 positions are requested for the porter help to be used in the re-opening of Building 10. Seven of these positions are for ward assignments, and 2 are for ice and service and clean up positions, the 10th position being for the new corridors between the two buildings. These positions were requested in the supplemental for the second quarter of 1960.

CONFIRMED 6 FORM No. 4200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1560

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH — Bureau or Division: SAN FRANCISCO GENERAL HOSPITAL — Appropriation Number: 1.557.110.00R — Sheet Number: * of 23 Sheets — Index Number: 557

Line No.	Actual Number of Employees 1959-1960 (Three Digits Only)	FISCAL YEAR 1960-1961: Budget Appropriation Ordinance (Col. 1) Number of Employees	Budget Appropriation Ordinance (Col. 2) Number of Employees	Budget Appropriation Ordinance (Col. 3) Rate	Budget Appropriation Ordinance (Col. 4) Amount (Dollars Only)	Salaries and Wages Revised Appropriations (Col. 5) Rate	Salaries and Wages Revised Appropriations (Col. 6) Number of Employees	Salaries and Wages Revised Appropriations (Col. 7) Rate	Salaries and Wages Revised Appropriations (Col. 8) Amount (Dollars Only)	EXPENDITURES 1960-1961: Actual Paid 6 Months (Dollars Only)	Estimated Last 6 Months (Dollars Only)	Probable For Year (Dollars Only)	Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962: CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Comparison of Requests: With 1960-1961 Budget Appropriations (+) Increase Number	(-) Decrease Amount	2) Budget Recommended by Mayor, Board of Commissioners or Department: Number of Employees	Rate	Amount (Dollars Only)	3) BUDGET as Recommended by the Mayor: Number of Employees	Rate	Amount	4) BUDGET as Adopted by Board of Supervisors: Number of Employees	Rate	Amount	Rate Range Index
1	Number of Employees 1959-1960	9,557,110,00R				12/11/60 OR			-46897																		
2																											
3	2	89	2	150 425	9866		-2		-9866				1408	[illegible]				-2	-9866								
4	2	90	2	167	8675		-2		-8675				[illegible]	[illegible]				-2	-8675								
5	1	93	1	111	4561		-1		-4561				[illegible]	[illegible]				-1	-4561								
6	25	94	25	167	113118		-25		+10 1118				1120	Senior Orderly				-25	+10 1118								
7	1	95	1	111	3946		-1		- 3946				[illegible]	[illegible]				-1	- 3946								
8	2	95.1	2	304	6944		-2		-6944				[illegible]	[illegible]					-6944								
9	4	96	5	470	33486		-5		-33486				P2	Emergency Hospital Steward				-5	-33486								
10	8	97	8	458	44050		-8		-70050				[illegible]	Staff Nurse				-8	-44050								
11		97.1		Day 10.98									[illegible]	[illegible]													
12		9.5	[illegible]																								
13	1	1	1	425	4442		-1		-4442				1408	General Clerk-Stenographer				-1	-4442								
14	2	1.1	2	425	9454		-2		-9454				1512	General Clerk-Typist				-2	-9454								
15	2	2	2	111	8464		-2		-8464				[illegible]	[illegible]					[illegible]								
16	29	3	29	167	131781		-29		+111781				1120	Senior Orderly				-29	+111781								
17	3	4	3	111	10793		-3		-10593				[illegible]	[illegible]				-3	-10593								
18	1	4.1	1	405	4330		1		[illegible]				[illegible]	[illegible]				-1	[illegible]								
19	2	5	2	190	4454		1		[illegible]				[illegible]	[illegible]				-	[illegible]								
20	1	7	1	425	5032		1		[illegible]				1357	Resident Physician				-	-								
21	2	7.1	2	1134	13868		1		[illegible]				[illegible]	[illegible]				-	[illegible]								
22	2	7.5	3	1134	10015		1		[illegible]				[illegible]	[illegible]				1	[illegible]								
23	1	8	1	1170	10440		1		[illegible]				[illegible]	[illegible]				-1	[illegible]								
24	1	9	1	330	8520		-1		-8520				1424	Specialist				-1	-8 [illegible]								
25	12	10	12	458	66048		-12		-66048				[illegible]	[illegible]				1	[illegible]								
26	1	11	1	590	7188		-1		-7188				T57	Psych. Soc.Serv. Worker				-1	-7188								
27	1	11	1	[illegible]	[illegible]		1		[illegible]				T157	Social Service Worker					[illegible]								
28		[illegible]																									
29	1	13	1	425	2151		-1		-2151				1408	General Clerk-Stenographer I.T.				-1	-2151								
30	2	14	2	1134	11399		-2		-11399				1304	Physician Specialist I.T.					[illegible]								
31	1	15	1	590	13825		-1		-1382				[illegible]	[illegible]					[illegible]								
32	[illegible]		116		59,1110		116		+59,1110																		
33																											
34																											
35																											

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1961

DEPARTMENT OF PUBLIC HEALTH

Actual Expenditures 1959-1960 Number of Employees	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR REDUCTIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Exp. 9 Months (Dollars Only)	Probable Exp. 3 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	1961-1962 Budget Request Number of Employees	Rate	Amount (Dollars Only)	1961-1962 Recommended by Civil Service Commission Number of Employees	Rate	Amount (Dollars Only)	1961-1962 Recommended by the Mayor Number of Employees	Rate	Amount (Dollars Only)	1961-1962 Adopted by Board of Supervisors Number of Employees	Rate	Amount (Dollars Only)	Reference Symbols
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Number of Employees 1959-1960	0,552,119,209				12/31/60 CR	1	-4745																				
14	1	1	5346	5305		-1	-053[illegible]					T1[illegible]	Medical Soc. Serv. Worker	13	[illegible]	[illegible]	13	[illegible]	[illegible]	13	[illegible]	[illegible]	13	[illegible]	[illegible]			A
1	1.1	1	5346	7228								T1[illegible]	Sr. Med. Soc. Serv. Worker	1	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
7	2	7	5346	[illegible]		-1	-[illegible]					T1[illegible]	[illegible] Serv. Worker	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	6	[illegible]	[illegible]	6	[illegible]	[illegible]			A
												T157	Social Service Worker (N.H.)	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	0		0	0		0		CD
1	3	1	5346 599	7139								T1[illegible]	Sr. Soc. Serv. Worker	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
1	4	1	710	8[illegible]								T1[illegible]	Director of Al[illegible]	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
1	4.1	1	613	6516								T1[illegible]	Rehabilitation Counselor	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			A
1	5	1	5346 660	6678								T1[illegible]	[illegible]	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			A
(76) 146999		26		172979		-3	-17453	76583	[illegible]	[illegible]			TOTAL	29		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]			
	0,552,119,207																										
													MOUNT ZALANTE-UNIVERSITY OF CALIFORNIA EXTENSION															
1	1	1	3[illegible] 5[illegible]	5000	12/31/60 CR		-14973					[illegible]	General Clerk-Stenographer	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
4	2	4	5[illegible]	13[illegible]								[illegible]	General Clerk-Typist	3	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	3	[illegible]	[illegible]	3	[illegible]	[illegible]			D
1			2754 [illegible]	333								I20[illegible]	Porter															
1	4	1	[illegible]	5910								I51	Tissue Technician	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
3	5	8	[illegible]	[illegible]								[illegible]	Clinical [illegible]	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			D
1	6	1	[illegible]	6672								I66	Clinical Technician, Blood Bank	1	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
4	7	4	[illegible]	[illegible]								I67	Asst. Clin. Lab. Tech. Blood Bank	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]			
1	8	Rate 9 1	[illegible]	[illegible]								L359	Supervising Physician - P.T.	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
3	9	Rate 9 3	[illegible]	[illegible]								L36[illegible]	Physician Specialist P.T.	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]			
[illegible]	1	1	5[illegible]	[illegible]								[illegible]	[illegible]	1	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	1	[illegible]	[illegible]	1	[illegible]	[illegible]			
[illegible]		24		[illegible]			-1[illegible]	[illegible]	[illegible]	[illegible]			[illegible]	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	16		[illegible]			
[illegible]				[illegible]			-1[illegible]	[illegible]	[illegible]	[illegible]			[illegible]	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]			[illegible]			
		24																										

A. Annual Salary Increament

B. Deleted by C.A.O.

C. 3 m157 Social Service Workers, Social Service

The In-take Section of Social Service cannot cover the assignments which are their responsibility. It has been necessary for the medical social workers to assist them in completion of the determination of eligibility for care at this Institution. The work that has been taken over by the medical social workers is as follows:

a. Completion of all tuberculosis, isolation, and non-clinic obstetrical admissions;
b. Completion of all pediatric admissions;
c. Covering Pediatric Clinic Monday through Friday from 12:30 to 1:00 P.M.;
d. Completion of all admissions to the hospital on patients admitted during the following hours:
Friday 11:00 p.m. to Saturday 8:30 a.m.
Saturday 5:00 p.m. to Sunday 8:30 a.m.
Sunday 5:00 p.m. to Monday 8:30 a.m.
e. Completion of such other records as the Intake Division does not have time to finish before the patient is admitted.

If these 3 new positions are authorized the following assignments will be made:

2 positions to cover tuberculosis, isolation, non-clinic obstetrical admissions, pediatric admissions, and other ward completions;

1 position to weekend admission emergency coverage (Saturday 8 hours and Sunday 8 hours), also covering late Friday admissions and holiday admissions and spending the balance of her 3 days on the completion of records and determination of eligibility of patients admitted during the 39½ hours of the weekend which is not covered.

D. 1 - B41? General Clerk Typist

7 - L55 Clinical Lab Technologist

Now being hired by University of California under the University of California Contract.

CONTROLLER'S FORM No. 608

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1365

DEPARTMENT OF PUBLIC HEALTH

1,557,130,000

557

Line No.	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. 608 Class No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR DE-APPROPRIATIONS Date	Number of Emp. proposed	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual Period 6 Months (Dollars Only)	Proposed Period 6 Months (Dollars Only)	Proposed for Year (Dollars Only)	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Class Number or Code	Classification	Number of Emp. proposed	Rate	Amount (Dollars Only)	Increase or Decrease Budget Over 1960-1961 Rate	Amount	(2) BUDGET AS RECOMMENDED BY THE MAYOR Number of Emp. proposed	Rate	Amount	(3) BUDGET AS ADOPTED BY BOARD OF SUPERVISORS Number of Emp. proposed	Rate	Amount	Reference Index
1	Number of Employees 1959-1960	0.557.130.000																							
2	16482	1	2	Day 33.66	17098								2108	Electrician		Day 33.66	17098					Day 33.66	17,098				A
3	32													Vacation-Sick Leave												
4	(1) 4933	2	1	Day 20.80	5601					2867			16	Pastry Cook	1	Day 20.80	5637		36	1	Day 20.80	5637	1	Day 20.80	5,652			A
5	452				802					66				Vacation-Sick Leave					1							A
6	(11) 38036	3	11	Day 15.75	46508					19991			110	Cook's Assistant	11	Day 15.75	46508			11	Day 15.75	46,508	11	Day 15.75	46,940			A
7	4508				7130					2049				Vacation-Sick Leave			7130		28			7130		7,105			A
8	(8) 39215	4	8	Day 19.25	41720								112	Cook	8	Day				8	Day		8	Day	41,782			A
9	5466				7414					3901				Vacation-Sick Leave			7414		52			7414		7,400			A
10	(1) 4784	5	1	Day 20.80	6985					2466			114	Junior Chef	1	Day				1	Day		1	Day	7,050			A
11	1046				1012					496				Vacation-Sick Leave			1022		10			1022		1,022			A
12	(1) 5339	6	1	Day 25.10	6759								116	Chef	1	Day 25.10	6800		41	1	Day 25.10	6800	1	Day 25.10	6,800			A
13	2575				3044					1049				Vacation-Sick Leave			3068		24			3068		3,060			A
14	(1) 2462	.01	1	Day	6733									Butcher	1	Day 26.20	6669		-104	1	Day 26.20	6669	1	Day 26.20	6,669			A
15														Vacation-Sick Leave														
16	(12) 37871	6.1	12	Day 23.40	43309										12	Day 23.40	44,373			12	Day 23.40	44,373	12	Day 23.40	44,373			A
17	3637				6452									Vacation-Sick Leave			4932		-1500			4932		4,932			A
18	(1) 7532	7	1	Hr. 3.54	7194									Dressmaker	1	Hr. 3.54	7194			1	Hr. 3.54	7194	1	Hr. 3.72	7,200			
19	(3) 12401	8	2	Day 24.48	13465											Day					Day			Day				A
20	1869				1255																							
21	(40) 188740		40												40					40			40					
22																												
23		0.552.130.000																										
24	(7) 40162	9	7	Day	43586								118	Gardener	7	Day				7	Day		7	Day	45,080			A
25	(1) 7894	10	1	Hr. 3.90	7593									Sub Foreman Gardener	1	Hr.				1	Hr.		1	Hr. 3.90	7,800			A
26	(8) 47446		8		51179										8					8			8					
27																												
28																												
29																												
30																												
31																												
32																												
33																												
34																												
35																												

A. Annual Salary Increment

CONTROLLER'S FORM No. 4208

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1565

(1)	1,557,111,000	1,557,119,003
(2)	1,557,111,000	1,557,120,000
(3)	1,557,119,000	1,557,1[illegible]

1		0,557,111.																						
2	4206				4450																			A
3	4206.				4450																			
4																								
5		[illegible]																						
6	16243				[illegible]																			B
7	16243				[illegible]																			
8																								
9		.557,113.00																						
10	1440				[illegible]																			C
11	1440				[illegible]																			
12																								
13		0,557,119,000																						
14	8939				[illegible]																			D
15	8939				[illegible]																			
16																								
17		.557,111,00																						
18																								
19																								
20																								
21		.50,111,00																						
22	50865					From [illegible]																		
23	50845																							
24																								
25		.57,111,00				From [illegible]																		
26	22656																							
27	22656																							
28		0,57,11,00																						
29	10443				[illegible]																			E
30	10443				[illegible]																			
31																								
32		0,557,119,000																						
33	273																							
34	273																							
35																								

PERSONAL SERVICES-MILITARY

A. 1.357.111.072 [illegible]

	Actual	Actual	Probable	Estimated Requirements
[illegible]				
[illegible]	1200	740	1221	
[illegible]	1059	605	1050	
[illegible]	17			
[illegible]		25	50	
[illegible]	979	430	1000	
[illegible]		20	50	
[illegible]		13	13	
[illegible]	17	13	13	
[illegible]	45	50	50	
[illegible]	69	70	150	
[illegible]	42			
[illegible]	97	55	120	
[illegible]	980	500	600	
[illegible]		25	25	
[illegible]	100	75	100	
TOTAL	[illegible]	[illegible]	[illegible]	[illegible]

B. 1.357.112.000 - [illegible] TAX

	Actual	Actual	Probable	Estimated Requirements	Average Number of [illegible]	Labor [illegible]
[illegible]	919	150	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	101	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	1015	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]

CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1567

Index Number 557

Line No.	Actual Expenditures 1959-1960	Budget 1960-1961	Supplemental Appropriations 1960-1961	Expenditures 1960-1961			Class No.	Class Title or Description	Number of Pos. Proposed	Rate	Amount	Comparison of Proposed Budget with 1960-1961 Budget Increase		Recommended by (Office, Board, Commission or Department) Number of Pos. Proposed	Rate	Amount	(1) Budget as Recommended by the Mayor Number of Pos.		Amount	(2) (3) Budget as Adopted by the Board of Supervisors Number of Pos.	Rate	Amount	Note
1		0.557.200.000																				
2	1305		1300	534	425	1300																
3	92		50	63	57	100		Freight, Express & Drayage			100	-600		700			700					A
4			300		300	300		Travel Expense			400	100		400			400					B
5	581	0.312.216.557	500	500	500	500		Maint. & Repair Bldg. & Impr. (P)			500			500			500					C
6	667		900	500	500	500		Maint. & Repair Office Equip.			750	150		600			600					D
7	5570		6000	7000	7000	7000		Maint. & Repair Other Equip.			6000			6000			6,000					
8	1076	0.311.232.557	500	800	800	800		Tabulating (P)			1000	200		1000			1,000					E
9	105876	0.715.231.557	106000	106000	106000	106000		Heat, Light & Power (U)			106000	2000		106000			106,000					F
10	20852	0.311.232.557	21907	Tr.Fds.		550		Telephone & Telegraph(P)			27308	5408		27308			27,308					G
11		0.311.232.557.1	93			183		Telephone & Telegraph-Installations(P)			10559	10000		559			559					G
12	50		50	50	50	50		Postage			50			50			50					
13			1000	1000	1000	1000		Printing			7000	6000		7000			7,000					H
14	1220		1700	1700	1700	1700		Subscriptions			1700			1700			1,700					
15	76		100	100	100	100		Clipping Service			100			100			100					
16	5529	0.311.[illegible].557	5529	5529	5529	5529		Messenger Service (P)			5529			5529			5,529					I
17	3100	0.311.[illegible].557	4100	4100	4100	4100		[illegible]			[illegible]			[illegible]			[illegible]					J
18	100	0.311.[illegible].557	0	50	50	50		[illegible]			[illegible]			[illegible]			50					
19	70		100	100	100	100		[illegible]			[illegible]			[illegible]			[illegible]					
20				900	900	900		[illegible]			[illegible]			[illegible]			[illegible]					
21	1253	0.311.232.557	1300	Tr.Fds.		1000		[illegible]			[illegible]			[illegible]			[illegible]					K
22	1893		2000	2000	2000	2000		[illegible]			[illegible]			[illegible]			[illegible]					L
23	1851		3000	3000	3000	3000		Engineering Service			3000	200		3000			3,000					M
24	55		300	300	300	300	267	Medical Service & Care			320			320			320					
25	15,[illegible]		15,[illegible]	[illegible]	[illegible]	[illegible]		[illegible]			[illegible]			844			500					
26	33,[illegible]		[illegible]	[illegible]	[illegible]	[illegible]		[illegible]			[illegible]			[illegible]			[illegible]					
27	1[illegible]		[illegible]	[illegible]	[illegible]	[illegible]		LESS TRANSFER TO [illegible]			61392	16[illegible]		61392			61,392					
28	111.1		[illegible]	[illegible]	[illegible]	[illegible]		[illegible]			[illegible]			[illegible]			[illegible]					
29								[illegible]			[illegible]			[illegible]			[illegible]					
30		1.557.[illegible]																				
31	700		700	700	700	700		[illegible]			[illegible]			[illegible]			700					N
32	700		700	700	700	700		[illegible]			[illegible]			[illegible]			700					
33																						
34																						
35																						

A. O.E. 201 Increased controls have reduced issues of car tickets.

C. O.E. 202 Increased freight costs because of purchases of highly technical equipment from foreign countries.

C. O.E. 206 Supervisor Billing Unit to County Collectors Conference, Sacramento, [illegible] Assistant Superintendent or Superintendent to American Hospital Association, September 25-28, Atlantic City, N. J. - $300.- Authority Adm. 16.6.10.

D. O.E. 218 Increases in numbers of pieces of equipment to be maintained.

F. O.E. 229 Increased useage of tabulating bureau for cost accounting and statistical data compiled from punch cards.

F O.E. 231 Each remodelled building adds new lighting, new equipment and new area to be serviced with steam, heat and electricity. Increases in this account will be consistent until modernization is completed when the differences will only be related to cost.

O O.E. 232 Recurring Charge Increases:

		Monthly	Year
Consolidated Laboratory, Bldg. 100, 200, 300	12 months	91.35	1120.20
Biomechanics Laboratory, Bldg. 300	12 months	12.-	144.-
Psychiatric Outpatient Clinic, Bldg. #0	12 months	117.-	1356.-
Follow-up Clinic, Bldg. #0	12 months	30.-	360.-
New wards, offices, Bldg. 10	12 months	[illegible]	[illegible]
New wards, offices, Bldg. 60	8 months	[illegible]	[illegible]
Personnel Office, Bldg. #5	12 months	[illegible]	[illegible]
X-ray Division, Bldg. #6	12 months	[illegible]	[illegible]
Tumor Registry, Bldg. #6	12 months	[illegible]	[illegible]
Medical Offices, Bldg. #80	12 months	[illegible]	[illegible]
Asst. Dir., Pub. Health, Bldg. #40	12 months	[illegible]	[illegible]
Chest Clinic, Bldg. #50	12 months	1	1
			[illegible].20

O.E. 232.001 Non-recurring Charge

Biomechanics Lab., Bldg. 300, 2 locals	[illegible].
Psychiatry OPD, Bldg. 80, 9 locals	1.-
Follow-up Clinic, Bldg. #0, Unify System Bldg. 10, 5 wards, 15 offices, new locals	[illegible]
Bldg. 60, 4 wards, [illegible]	[illegible].
Personnel Office, Bldg. 5, tie-in system	[illegible].
X-ray Division, [illegible]	[illegible].
Tumor Registry, Bldg. 6, new locals	[illegible]
Medical Offices, Bldg. #80, new locals	[illegible].
Asst. Dir. Pub. Health, Bldg. #40, tie-in	[illegible]
Chest Clinic, Bldg. #50, new local	[illegible].

H. O.E. 234 Medical Record storage has reached an impasse. There is no more space available, yet records are accumulating at the rate of 20-22,000 per year. This sum ($6,000.-) will allow us to put 24,000 records on microtape and filing cards which can be used with new charts or stored in 1/250 of the space required for a 250 page chart. The tapes satisfy the legal requirements of maintaining a patient's chart and the originals can be destroyed. The alternative to this system is to rent space for storage (the record center is still [illegible]) in a few years and would require more than this amount for annual rental. Taping will allow us to store our own records in the institution for at least another twenty-five years.

I. O.E. 236 Increase based on the necessity of additional areas being ready to be included under the contract. One washing per year.

J. O.E. 241 An increase of $[illegible].- per month ($60.00 per year) to allow replacement of the present key punch unit with an [illegible] unit. This will also [illegible] over payroll distribution by allowing the IBM cards to show the source of the changes.

K. O.E. 243 This sum is requested for radium rental. Purchase of the necessary sources would cost $[illegible] to $10,000.00; this is quite an investment to make in order to treat 6 to 10 cases per year. Rental is much more flexible and assures obtaining the right type of implanting container, along with the correct dosage for the particular case.

L O.E. 250 Increase requested because of increase in contract negotiated by the Purchasing Department.

M O.E. 263 Used primarily for inspection and maintenance of x-ray equipment, this increase reflects the increased contract cost for supplying this service.

N O.E. 301 To provide additional funds in compliance with the new schedule adopted for payment of mileage.

CONTROLLER'S FORM No. 4200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1961
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH Division or Division: SAN FRANCISCO GENERAL HOSPITAL Appropriation Number: 1,557,207,000 Sheet Number: 13 of 23 Sheets

| | | |

A. O.E. 267 Decrease in salary appropriations reflecting transfer of seven positions to the university.

B. O.E. 267 The increase requested by the University of California is detailed in the following summary:

	Requested* 1960-61	Final Budget 1960-61* City Funds	U. C. Funds	Requested 1961-62 City Funds	U. C. Funds	From Budget 1960-61 Increase	Decrease	From Request 1960-61 Increase	Decrease
Anesthesia									
Pro.Svc.	44340.	42811.		41044.			1767.		3296.
Tech.Svc.				3222.		3222.		3222.	
Ped. Svc.	4092.	2563.		3069.		506.			1023.
Cardio-Pul.									
Pro.Svc.	25920.	24391.		28156.		3765.		2236.	
Tech.Svc.	23052.	21523.		25740.		4217.		2688.	
Med. Svc.	8604.	7075.		9252.		2177.		648.	
Mat.&Suppl.				11200.		11200.		11200.	
Cl. Labs.									
Pro.Svc.	35520.	31991.		33120.			871.		2400.
Tech.Svc.	170475.20	111014.	41614.	227454.		74826.		48978.80	
Med. Svc.	12008.	6150.	4401.	13761.		2088.		633.	
Blood Bank									
Pro.Svc.	6180.		6924.		6924.			744.	
Tech.Svc.	25545.		29676.		29676.			4131.	
OPD Lab.									
Tech.Svc.	5880.		6141.		6141.			261.	
Mat.&Suppl.				40000.		40000.		40000.	
Pathology									
Pro.Svc.	50800.	49271.		36000.			14271.		15800.
Tech.Svc.	27678.	20110.	5916.	19444.	5916.	10114.		17682.	
Med. Svc.	22632.	12043.	9890	17370.	10248.	5484.		4895.	
Mat.&Suppl.				12000.		12000.		12000.	
Comm. Disease									
Pro.Svc.	7726.		8795.		9105.	310.		1139.	
Ob-Gyn									
Pro.Svc.	6000.		5881.		6151.	270.		151.	
Ped.OPD									
Pro.Svc.	6480.		6924.		7234.	310.		754.	
Surgical									
Ped.Hosp.			9372.		9114.	258.		2114.	
Med.Library									
Technical			5916.		5916.			5916.	
	491066.20	341153.	141422.	568701.	96455.	141429.	17167.	168442.40	23019.

* Request and final budget figures for 1960-61 are both given because the contract amount (gross claimable by the University) was arbitrarily cut by transfer of the mandatory amounts of Civil Service increases.

A summary of the funds requested for 1961-62 and comparison with the 1960-61 budget is as follows:

	1960-61 Budget	1961-62 Request	Increase (Decrease)
Professional Salaries	178,948.	166,714.	(12,214.)
Technical Salaries	242,110.	343,509.	101,399.
Secretarial Salaries	51,586.	61,683.	10,097.
Materials & Supplies		63,200.	63,200.
Net Totals	472,644.	637,126. *	164,482.

* Additional request included in Supplemental Budget University of California revised estimate after review by C.A.O.

Compared with the 1960-61 request for funds:

	1960-61 Request	1961-62 Request	Increase (Decrease)
Professional Salaries	181,016.	166,714.	(14,302.)
Technical Salaries	360,610.20	343,509.	82,878.40
Secretarial Salaries	47,416.	61,683.	14,267.
Materials & Supplies	-	63,200.	63,200.
Net Totals	491,062.20	637,126.	146,063.80

The difference between the request for 1960-61 and the final budget for 1960-61 is represented by a deduction from the clinical laboratories of $22,454.00 based on the assumption that three months of certain salaries would not be used, and an increase of $4,400.00 retention regulatory

A further breakdown of the comparison between requests for 1960-61 and 1961-62, by source of funds, gives the following summary:

	City & County Funds	University Funds	Net Increase (Decrease)
Professional Salaries	2,978.	(19,260.)	(16,282.)
Technical Salaries	(31,230.)	114,108.80	82,878.80
Secretarial Salaries	4,989.	9,278.00	14,267.
Materials & Supplies	-	63,200.	63,200.
Net Totals	(23,263.)	169,326.80	146,063.80

A comparison of these figures by divisions:

	Increase	Decrease
(a) Professional Salaries;		
Anesthesia		3,296.
Cardio-Pulmonary	2,236.	
Clinical Labs		2,400.
Blood Bank	744.	
Pathology		15,800.
Communicable Disease	1,329.	
Ob-Gynecology	151.	
Pediatrics-OPD	754.	
	5,214.	21,496.
Net Decrease		$16,282.

(b) Technical Salaries:	Increase	Decrease
Anesthesia	3,222.	
Cardio-Pulmonary	2,688.	
Clinical Labs	48,978.80	
Blood Bank	4,131.	
OPD Lab	261.	
Pathology	17,682.	
Medical Library	5,916.	
Net Increase	82,878.80	

(c) Secretarial Salaries:	Increase	Decrease
Anesthesia		1,023.
Cardio-Pulmonary	648.	
Clinical Labs	633.	
Pathology	4,895.	
Surgical Services	9,114.	
	15,290.	1,023.
Net Increase	14,267.	

It should be noted that the figures used here are $58,000.00 less than those recited in the budget (in the gross amount, and on the contract amount). This deduction was made in error when the figures were first reported for inclusion in the budget, and a supplemental request will be made to reinstate this amount.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,557,100,000
FISCAL YEAR 1961-1962 1,557,101,000

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH Division or Division ZA [illegible] GENERAL HOSPITAL

| | Actual Expenditures 1960-1961 | BUDGET Salary Ord. Sec. No. Item No. | Number of Employees | Rate | Amount (Dollars Only) | | |

A. O.E. 303 $1000. increase in conformance with current experience.

B. O.E. 306 $400. increase in conformance with current experience.

C. O.E. 311 $50. increase in conformance with current experience.

D. O.E. 315 $2700. increase in conformance with current experience.

E. O.E. 316 $200. increase in conformance with current experience.

F. O.E. 317 $1000. increase in conformance with current experience.

G. O.E. 318 $75. decrease in conformance with current experience.

H. O.E. 331 $3600. increase in conformance with current experience, and opening of new wards.

I. O.E. 335 $3000. increase in conformance with current experience, and opening of new wards.

J. O.E. 360 This increase represents additional replacements needed to supply the new beds being opened in the new wards.

K. O.E. 370 This increase is in conformance with the increased price of this item.

L. O.E. 371 An increase representing increased wages of supplies by the new wards.

M. O.E. 381 This represents materials needed to treat and plant much of our twenty-one acres which is being torn up in the remodelling process.

N. O.E. 391 A request to increase the amount available for our Occupational Therapy Section was deleted by the O.A.O.

O. O.E. 361 This request was based wholly on current experience (first six months) plus a request for $5,000.00 additional to give more drugs to the Psychiatric Outpatient and Inpatient program. The O.A.O. deleted the Psychiatry increase and the resulting increase is due to the opening of new wards.

P. O.E. 362 The sum requested is based on current experience; the increase over the sum allowed by the O.A.O. is in conformance with the supplemental for the new wards.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

Department, Board or Commission: DEPARTMENT OF PUBLIC HEALTH

	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Class	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Item	Number of Employees	Class	Amount (Dollars Only)	Actual Expenditures 1960-1961 (Dollars Only)	Estimated Expenditures 1960-1961 (Dollars Only)	Estimated Deficiency 1960-1961 (Dollars Only)	Object Code		Number of Employees	Class	Amount	1961-1962 (1) Department Estimate Number of Employees	Class	Amount	1961-1962 (2) Mayor's Recommendation Number of Employees	Class	Amount	1961-1962 (3) Board of Supervisors Action Number of Employees	Class	Amount	Increase or Decrease
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1		0,552,309,991																								
2	8805				12000																					
3	[illegible]				[illegible]					[illegible]	[illegible]	[illegible]														
4		[illegible]																								
5	[illegible]				[illegible]					[illegible]	[illegible]	[illegible]	5	Drugs, Chemicals & Gases			[illegible]									
6	[illegible]				[illegible]					[illegible]	[illegible]			TOTAL			[illegible]			[illegible]			[illegible]			
7																										
8																										
9																										
10																										
11																										
12																										
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31																										
32																										
33																										
34																										

A. Code 300 The increase reflects increased costs of the medical supplies purchased by the Veterans Hospital Service.

CONTROLLER'S FORM No. 4128

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1961
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division SAN FRANCISCO GENERAL HOSPITAL — 1,557,350,000 / 1,557,322,000 — Sheet Number 16 of 21 Sheets — Index Number 557

| | Action Requested | 1960-1961 Budget | 1960-1961 Estimated Expenditures | 1959-1960 Actual Expenditures | | | | 1961-1962 Budget | | | |

.. O.E. 343 This increase is based on current pricing and experience.

.. O.E. 344 Increase based on the current useage of fruits and vegetables, packing house products and current prices.

. O.E. 372 This increase is based on current experience, increased prices of x-ray film, and estimated increaseduseage following opening of the new wards.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1962
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH — 1,557,400,000 — 1962

Line Number	Actual Expenditures 1959-1960 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Rate Ord. No.	BUDGET Number of Employees	BUDGET Rate	BUDGET Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR ADJUSTMENTS Date	SUPPLEMENTAL APPROPRIATIONS OR ADJUSTMENTS Number of Ord. Employees	SUPPLEMENTAL APPROPRIATIONS OR ADJUSTMENTS Rate	SUPPLEMENTAL APPROPRIATIONS OR ADJUSTMENTS Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual 6 Months (Dollars Only)	EXPENDITURES 1960-1961 Projected 6 Months (Dollars Only)	EXPENDITURES 1960-1961 Projected Year (Dollars Only)	(1) Class Number or Code	(1) Classification or Object Description	(1) Number of Employees	(1) Rate	(1) Amount	(2) Number of Employees	(2) Rate	(2) Amount	(3) Number of Employees	(3) Rate	(3) Amount	Reference Code
1		0.711.400.557												[illegible] (1)								
2	56713				62573						62573	[illegible]		Current & Prior Years								
3														REPLACEMENTS								
4													402	Chairs - Typist (14)			[illegible]			[illegible]		A
5													[illegible]	[illegible]			400			400		B
6													404	Beds - Fracture w/Foam Matt.			1170			1170		C
7													404	Bedside Rails (60)			100			100		D
8													404	Chairs - Bedside (63)			[illegible]			[illegible]		E
9													404	Chairs - Barrel (139)			[illegible]			[illegible]		F
10													404	Desk - Nursing (2)			160			160		G
11													404	Stools - Lift-Lok (2)			170			170		H
12													404	Standards - IV (27)			[illegible]			[illegible]		I
13													404	Table - Overbed (28)			[illegible]			[illegible]		J
14													404	Table - Bedside (45)			[illegible]			[illegible]		K
15													404	Table - Autopsy (1)			[illegible]			[illegible]		L
16													404	Table - Instru.-Dissect.(3)			[illegible]			150		M
17													404	Table - Obstetric (1)			700			700		N
18													404	Table - Examining (2)			350			350		O
19													404	Table - Treatment (2)			770			770		P
20													[illegible]	Table - [illegible] (4)			[illegible]			[illegible]		Q
21													406	Mattresses - Foam (5)			150			150		R
22													[illegible]	Other - Accessories (1)			45			45		S
23													[illegible]	[illegible]			[illegible]			[illegible]		T
24													[illegible]	[illegible]			[illegible]			[illegible]		U
25													[illegible]	[illegible]			70			70		V
26													[illegible]	[illegible]			600			600		W
27													534	20 cu. Mixer (1)			1100			1100		X
28													[illegible]	[illegible]			45			45		Y
29													[illegible]	[illegible]			[illegible]			[illegible]		Z
30													[illegible]	[illegible]			110			110		A-1
31													[illegible]	[illegible]			[illegible]			[illegible]		B-1
32													[illegible]	[illegible]			[illegible]			[illegible]		C-1
33													[illegible]	[illegible]			[illegible]			[illegible]		D-1
34													[illegible]	[illegible]			[illegible]			[illegible]		E-1
35													[illegible]	[illegible]			[illegible]			[illegible]		F-1

Fiscal Year	U.E.	Description	1959-1960 Actual Expend.	Budget Allowance	1960-1961 Actual Expend.	Probable Expenditures
1959-1960	469	Medals, Bands	5980			
	474	[illegible]	[illegible]			
	412	Typewriters	617			
	431	Ironer	20149			
	430	Press Units	6924			
	466	Chair, Wheeled	993			
	469	M. [illegible] Apparatus	[illegible]			
	484	Centrifuges, ward labs	700			
	484	Microscopes, binocular lab.	1245			
	402	Cabinet, 10-drawer metal file	215			
	402	Cabinet, 4-drawer metal file	206			
	402	Cabinet, metal storage	202			
	402	Chair, Barrel	87			
	402	Chair, side	93			
	402	File, rotary visible type	1566			
	402	Rack, X-ray metal filing	1422			
	402	Stand, typewriter	51			
	469	Scale, Foster Orthopedic	736			
	469	Cast Drier, misc.	561			
	469	Mattresses, rubber	841			
	469	Bowl, urinal	115			
	469	Bowls, foot	90			
	469	Stool, revolving	92			
	469	Trays, overbed (10)	1751			
	469	Quilts, Bar, examining	1296			
	[illegible]	Dictating Equipment	2210			
	[illegible]	Hydraulic Jack	64			
	[illegible]	Tube Adapter & Heater	301			
	[illegible]	Veramil Lathe Attch.	807			
	[illegible]	Paint Booth Air Compr.	934			
	[illegible]	Machines (1), Polishing, Scrubbing	430			
	[illegible]	Hand Drum	109			
	[illegible]	Scaffold, Ladders A Carts	944			
	[illegible]	Vacuum Cleaner (1)	80			
	[illegible]	Cabinets, Transitory	1029			
	[illegible]	Fryometer, machine	1143			
	[illegible]	Toasters, 4-slice (4)	967			
	[illegible]	Cart Dressing with attachments (2)	2085			
	[illegible]	Cart, utility (4)	436			
	[illegible]	Gurney, recovery room	4301			
	[illegible]	Trunk, Bank material-sewing	110			
	[illegible]	Crib, milk handling	163			
	[illegible]	Walker, folding with arm supports	143			
	[illegible]	Ladder, grading 12'	78			
	[illegible]	Water Pump Fire Extinguishers	111			
	[illegible]	Fire Extinguisher CO2	191			
	[illegible]	Artificial Kidney	1683			
	[illegible]	Anilometer	447			
	[illegible]	Opthalmoscope, Drayles-lenses right angle	101			
	[illegible]	Cabinet trial frame with transformer	275			
	[illegible]	Cystoscope	1141			
	[illegible]	[illegible]	[illegible]			
	[illegible]	Headlight, Lenpert Store	103			
	[illegible]	[illegible]	[illegible]			
	[illegible]	Hatteresen, water hyperplasia	1044			
	[illegible]	Nebulizer, heated				
	[illegible]	Needles, kidney biopsy				
	[illegible]	Ophthalmodynamometer	19			
	[illegible]	Ophthalmoscope, 3 channel w. elec. switch				
	[illegible]	[illegible]	[illegible]			
	[illegible]	Binocular				
	[illegible]	[illegible]	[illegible]			
	[illegible]	[illegible] outlet				
	[illegible]	Otoscope, Post assemble				
	[illegible]	Resuscitator, Infant Inhalator-aspir.				
	[illegible]	Resuscitator, oxygen inhaler				
	[illegible]	[illegible] Lamp, Dirt W. Reg.				
	[illegible]	[illegible]	[illegible]			
	[illegible]	Saw, Bryser autopsy with blades				
	[illegible]	[illegible]	[illegible]			
	[illegible]	Standard Intravenous				
	[illegible]	Stethoscope, Fetal Heart [illegible]				
	[illegible]	Table, Mayo Instru.	130			
	[illegible]	Table, [illegible]	[illegible]			
	[illegible]	Telescope Forebligue	[illegible]			
	[illegible]	Therapy Equipment	[illegible]			

Fiscal Year	U.E.	Description	1959-1960 Actual Expend.	Budget Allowance	1960-1961 Actual Expend.	Probable Expend.
1959-1960 (Cont'd.)	482	Timer, Treatment	10			
	482	Tonometer	54			
	482	Tray, medicine				
	482	Tub, Immersion Stainless mobile				
	482	Tub, Sitz, portable	178			
	484	Reader, circular for ailiary tubes				
	484	EKG Machine	931			
	484	Jar, anaerobic for bacterial cultures				
	484	Microscope, gonioscopy	165			
	484	Microscope, ward munocular				
	484	Microp Lenses, wide field	78			
	484	Microtome, rotary (1)	719			
	484	Microtome, object clamp	36			
	484	Stopwatch, coagulation	32			
	484	X-ray Equipment	14986			
	Total Ex. 1959-1960		20711			
1960-1961	402	Cabinets, filing steel		2000		2000
	402	Chair, arm library		119[illegible]		1190
	402	Chairs, arm, swivel (14)		13[illegible]		1340
	402	Chairs, side, library (9)		480		480
	402	Chairs, side office (24)		360		360
	402	Chairs, side uphol. (6)		360		360
	402	Desks, exec. (21)		315[illegible]		3150
	402	Desks, typing (2)		175		175
	[illegible]	Metallic Beds (32)		[illegible]		3200
	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]
	404	Lab. Stools w. back (16)		400		400
	404	Mattresses, hygenafoam (41)		1345		1345
	404	Mattress, Air Osc. (4)		[illegible]		[illegible]
	404	Standards, IV Sol. (17)		[illegible]		[illegible]
	404	Table, examining		[illegible]		600
	[illegible]	Lamps, gooseneck (10)		250		250
	412	Adding Machine (2)		240		240
	412	Calculating Machine		[illegible]		[illegible]
	[illegible]	Checkwriter		[illegible]		[illegible]
	[illegible]	Comptometer		175		175
	[illegible]	Typewriter (14)		525		525
	[illegible]	Fryers, Deep Fat (3)		[illegible]		[illegible]
	416	Food Slicer		1420		1420
	416	Toasters, 4 sl. (4)		450		450
	[illegible]	Cabinets, Mobile with storage trays		480		480
	[illegible]	Cutter, gauze & bandage		[illegible]		[illegible]
	430	Power Sewing Mach. (2)		[illegible]		[illegible]
	430	Tumblers, Dry, Rev. (2)		[illegible]		[illegible]
	432	Refrigerator, 60 cu. ft.		[illegible]		[illegible]
	466	Chairs, wheeled (114)		[illegible]		[illegible]
	466	Gurney, patient (9)		[illegible]		[illegible]
	466	Gurney, hydraulic		[illegible]		[illegible]
	482	Anesthesia Machine		[illegible]		[illegible]
	482	Cart, medicine (6)		[illegible]		[illegible]
	482	EKG Machine		[illegible]		[illegible]
	482	Oxygen Tents (2)		[illegible]		[illegible]
	482	Sterilizer, Vapeal		[illegible]		[illegible]
	482	Table, exam & treat. (2)		[illegible]		[illegible]
	[illegible]	Table, operating		[illegible]		[illegible]
	[illegible]	Lamp, ultraviolet		[illegible]		[illegible]
	484	Autotechnician		[illegible]		[illegible]
	484	Centrifuge		[illegible]		[illegible]
	484	Needle Washer		[illegible]		[illegible]
	484	X-ray Equipment		[illegible]		[illegible]
Total - 1960-1961				[illegible]		[illegible]

A. 6 Chairs for Psychiatry, 2 Accounting, 1 Blood Bank, 1 Anesthesia, 1 Billing, 2 Chest and Communicable to replace those previously discarded and destroyed by Purchasing Department as unuseable.

53-3066, 3130, 3145, 3277, 3279, 3325, 3398, 3399, 3401, 3407, 3447, 3451, 3477, 3496, 3599, 3619, 3629, 3799.

B. 10 Psychiatric beds to replace those previously discarded and sold by Purchasing Department as scrap metal.

53-5315, 5633, 5741, 5827, 7663, 8662, 8669, 11351, 11354, 11370.

C. 10 Orthopedic beds to replace those previously discarded and sold by Purchasing Department as scrap metal.

53-3224, 7690, 5685, 3226, 8149, 11353, 11361, 11362, 11364, 13993.

D. 60 sets of bed rails to replace those previously discarded. Not inventoried.

E. 5 chairs Psychiatry, 10 Nursing, 48 Kitchen to replace chairs previously destroyed by Purchasing Department as unuseable.

5[illegible], 7357, 9739, 5101, 5144, 5057, 6312, 7465, 7370, 4204, 5123, 5245, 5248, 6033, 7267, 4330, 5335, 5349, 5072, 6010, 7291, 4607, 5251, 5678, 6839, 7004, 6401, [illegible]0, 4397, 5096, 6351, 7725, 4534, 5231, 5298, 5970, 7091, 7741, 5235, 5369, 6171, 7093, 7794, [illegible]0, 5230, 5371, 6174, 7099, 7315.

F. 27 chairs Chest & Communicable, 102 Nursing to replace ones previously destroyed by Purchasing Department as unuseable.

[illegible] 5115, 4173, 1370, 9602, 1522, 9532, 1571, 9603, 3747, 9143, 9145, 9122, 9195, 9174, 9189, 9360, 9122, 9304, 9337, [illegible] 9349, 10316, 10326, 10341, [illegible], 10329, [illegible], 12465, 12461, 12541, 12521, [illegible], [illegible], 0, 12538, 12545, 13101, 13144, 13160, 13157, 13161, [illegible] 944, 12505, 3370, 7741, 9755, [illegible].

G. 2 Nursing desks to replace those previously turned over to Purchasing Department and destroyed.

53-11209, 12901.

H. 2 Stoolsfor Opthalmology to replace those previously destroyed as unserviceable.

53-2115, 5172.

I. 27 IV Standards to replace those previously destroyed as unserviceable.

[illegible]-11261, 13734, 1474, 11263, 4977, 10453, 11264, 11543, 13791, 11290, 13340, No #, 11243, 13744, No #, 11259, 3009, No #, 13324, 6351, No #, 13558, 9060, 13039, 9345, 13741, 1012.

J. 18 Chest and Communicable, 10 Nursing to replace those previously destroyed as unserviceable.

[illegible], 4036, 2963, 3231, 5442, 4379, 4387, 3232, 2948, 4900, 4330, 2944, 2947, 4898, 4320, 2946, 5312 [illegible], 443, 3237, 5443, 4903, 4944, 3233, 5445, 4944, 5743, 2949.

K. [illegible]

53-[illegible]0, 9713, 7471, 10350, 5632, 11532, 7472, 7447, 10434, 5343, 7455, 7743, 9714, 10432, 1717, 7461, 5789, 7439, 5590, 11482, 7440, 7423, 7431, 5534, 7441, 7443, 3042, 7717, 9407, 7416, 9723, 9706, 5330, 5554, 5749, 10155, 5610, 7457, 5532, 9942, 5513, 7475, 6730, 9705, 5446.

L. 1 Autopsy table to replace that one destroyed by Purchasing as unserviceable.

53-3428.

M. 3 Tables for Pathology to replace those previously destroyed by Purchasing Department as unserviceable.

53-11303, 11332, 11527.

N. 2 Tables for Nursing to replace those previously destroyed by Purchasing Department as unserviceable.

53-11464, 11477.

O. 1 for [illegible]e, 1 for Nursing to replace those previously [illegible]yed by Purchasing Department as unserviceable.

53-[illegible], No #.

[illegible] for the surgical wards to replace those previously destroyed by the Purchasing Department as unserviceable.

53-11114, 1 No #.

Q. 1 For Nursery to replace those previously destroyed by the Purchasing Department as unserviceable.

[illegible]

[illegible] for Laundry to replace those previously destroyed by the Purchasing Department as unserviceable.

Not inventoried.

1 for Medical Record Room to replace one previously destroyed by the Purchasing Department as unserviceable.

Not inventoried.

1 For Accounting, 1 Medical Record Room, 1 Medical Service, 2 Billing to replace units 15 or more years old.

Number to be supplied after survey.

1 Warm Air Heat, Not Inventoried.

2 Coffee Baskets, worn out, Not Inventoried.

2 Meat Blocks, not repairable. Not Inventoried.

S. 1 30 qt. Mixer to replace 25 year old Mixer for which parts are not available.

[illegible].

1 dering Blender to replace 10 year old mixer.

[illegible].

2 for Laundry to replace old sets acquired from surplus fifteen years ago.

53-

U. 1 for main refrigeration system to replace old unit for which no parts are available.

V. 1 for Blood Bank to replace 20 year old refrigerator which completely goes wrong, spoiling many units of blood.

W-1 [illegible] Trucks for Bldgs. #10 and 40 [illegible] for use on ward (from special diets, now Regular), [illegible] old worn out equipment previously discarded and sold by Purchasing Department as scrap metal.

53-11218, 11477, 11480, [illegible].

X-1 2 Adm, 2 C & CD, 2 Nursing to replace old worn out equipment previously discarded and sold by Purchasing Department as scrap metal.

[illegible].

[illegible] 40 Nursing, 6 with wells, 1 Ped., 1 Adm., 2 C & CD, 4 [illegible] to replace old worn out equipment previously discarded and sold or destroyed by the Purchasing Department.

53 No #.

[illegible] 1 Pick Up to replace 1940 Ford Truck with pickup body.

CONTROLLER'S FORM No. 4280

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1380

1,557,400.000

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557

Item Number	Actual Expenditures 1960-1961 (Thousands of Dollars)	FISCAL YEAR 1960-1961 — Authorized: Salaried Staff Number of Positions	Authorized: Salaried Staff Rate	Authorized: Salaried Staff Amount (Thousands of Dollars)	Authorized: Hourly Rate	Authorized: Hourly Number of Employments	Authorized: Hourly Rate	Authorized: Hourly Amount (Thousands of Dollars)	REVISED BUDGET 1960-1961 — Actual Payroll 6 Months (Thousands of Dollars)	Probable Cost 6 Months (Thousands of Dollars)	Probable Total Expenditures (Thousands of Dollars)	Object Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 — Class Title or Description	Number of Employments	Rate	Amount (Thousands of Dollars)	Budget Concurred in by Civil Service Commission — Positions	Budget Concurred in by Civil Service Commission — Amount	Budget Approved by Board of Supervisors — Number of Employments	Budget Approved by Board of Supervisors — Rate	Budget Approved by Board of Supervisors — Amount	Budget as Recommended by the Mayor — Number of Employments	Budget as Recommended by the Mayor — Rate	Budget as Recommended by the Mayor — Amount	Budget as Adopted by Board of Supervisors — Number of Employments	Budget as Adopted by Board of Supervisors — Rate	Budget as Adopted by Board of Supervisors — Amount	Reference Index	
1		0.1	1,550,217										OFFICE OF (1) - Control,																	1
2												402	Adm Chemie Machines (2)			3000		3000										A		2
3												402	[illegible] (3)			2700		2700										B		3
4												402	Mailing [illegible] (4)			900		900						0				C		4
5												402	[illegible] (5)			200		200										D		5
6												[illegible]	[illegible] (7)			1350		1350										E		6
7												402	[illegible] (8)			450		450						450				F		7
8												402	[illegible] (9)			25		25						25				G		8
9												402	[illegible]			11900		11900						11,900				H		9
10													[illegible] (10) - NEW																	10
11												402	Pic - Petty Filing (2)			35		35						35				I		11
12												402	Cabinet - Filing (11)			1975		1975						1,975				J		12
13												402	[illegible] - Storage (12)			600		600						600				K		13
14												402	Cabinet - Lantern Slide (13)			100		100						100				L		14
15												[illegible]	[illegible] Filing Cab.			100		100						100				M		15
16												[illegible]	[illegible] Filing (14)			600		600						600				N		16
17												[illegible]	[illegible] (15)			4550		4550						4,550				O		17
18												[illegible]	[illegible] Filing (16)			600		600						600				P		18
19												[illegible]	[illegible] Chair (17)			[illegible]		[illegible]						[illegible]				Q		19
20												[illegible]	[illegible] Fire Proof (18)			[illegible]		[illegible]						[illegible]				R		20
21												402	Desk - Executive (12)			1800		1800						1,800				S		21
22												402	Chairs - Side Office (14)			850		850						0				T		22
23												402	Chairs - Upholstered (2)			100		100						0				U		23
24												402	Desk - Typing (7)			1050		1050						450				V		24
25												[illegible]	[illegible] Table Extra			[illegible]		[illegible]										W		25
26												[illegible]	[illegible] Table Desk (3)			[illegible]		[illegible]										X		26
27												402	Lamp - Desk (20)			390		390						0				Y		27
28												[illegible]	[illegible] Typing Chair (28)			[illegible]		[illegible]										Z		28
29												[illegible]	[illegible] (29)			[illegible]		[illegible]										A-1		29
30												[illegible]	[illegible]			[illegible]		[illegible]										B-1		30
31												[illegible]	[illegible] Shelf (30)			[illegible]		[illegible]										[illegible]		31
32												[illegible]	[illegible] Fire Proof			[illegible]		[illegible]										[illegible]		32
33												[illegible]	[illegible] Table			[illegible]		[illegible]										[illegible]		33
34												[illegible]	[illegible]			[illegible]		[illegible]										[illegible]		34
35												[illegible]	[illegible]			[illegible]		[illegible]										[illegible]		35

2 Anesthesia Machines to replace two which are dangerous to use.

53-11321, 13011.

3 EKG Machines to replace worn out equipment.

4 Mattresses, Oscillating to replace mattresses unable to be used for this purpose.

Not Inventoried.

1 Giant Ophthalmoscope to replace a piece of equipment not adequate or suitable for this work.

Not inventoried.

27 Physicommanometers to replace previously discarded equipment.

Not inventoried.

1 for Pathology, 1 for Blood Bank to replace 25 year old worn out equipment.

53-1015, 20077.

1 Bi viewing box for Blood Bank to replace similar item in use over ten years which has completely broken down.

53-23347.

X-Ray Equipment to be replaced.

Unit	Replacing	City #	Age
1 X-ray Unit	Table, Transformer Rm #1	Rm #	25
1 Mobile Unit			
0 Cassettes	Same	Not Inventoried	
4 Grids	Same	Not Inventoried	
1 Film Corner Cutter	Same	1 Rm #	10
2 Fluoroscopy Stools	Same	2 Rm #	20

A Sorting Bin for Pathology to facilitate filing and indexing.

2 Acctg., 3 Blood Bank, 2 Housekeeping, 2 X-Ray, 2 Anesthesia, 3 Pathology, 1 Pediatrics, 10 Follow-up, 6 Psychiatry to supply needed storage space for new and expanded sections.

1 X-Ray and 1 Billing to supply additional storage space for records.

1 for X-Ray to supply filing space for slides made from X-ray da

1 Special Card File for the Medical Record Room to provide an other more effective means of finding needed material.

1 Billing, 1 Chest & Communicable, 1 Stores to provide a visible ind of records.

32 Pediatrics (Ward 61), 40 X-ray, 50 Medical, 40 Surgical to supply chairs for comfore ce rooms in these areas that have been completed recently.

100 for Housekeeping so that various areas may be set up for meetings and conferences as the need arises.

1 Inspg., 1 Hematology, 2 Anesthesia, 17 Psychiatry, 1 Tel. Office for additional positions created in the past few years.

Special Filing Trays t
to be more readily eval

½ Side Chairs for Psychiatry Office and Clinic to provide for 1 visitor patients to sit while being interviewed.

2 for Psychiatric Ward, 94 for use in treatment ward.

1 Blood Bank, 1 Anesthesia, 1 Billing, 4 Psychiatry for positions created in the past few years.

1 Psychiatry, 1 Tel. Office to provide a ready reference for patient locations in these or

2 for Nursing to supply a visible reference of patients in wards for

1 Pediatrics, (Ward 61), 1 Anesthesia, 20 Pathology, 1 Chest and Communicable, 4 Nursing to supply additional light in areas where close work must be done.

24 for Housekeeping to supply carts to each ward where new lighting fixtures are too high for personnel to reach. Safety Requirement

1 Chest & Communicable, ½ Dig, 40, ½ Dig, 10 to complete the equipment for this purpose and for which equipment funds were not available

2 for Surgical Conference Rooms to complete the areas where equipment for which fund equipment funds were not available

2 Storage Bins for Pathology to supply bins for slides, and other

14 Paragon Utility Files, needed yearly for the storage of records in Psychiatry Clinics,

1 for Billing Office to protect records while filing in

3 Pediatrics (Ward 61), 2 Surgical to complete areas where [illegible] for which hand equipment funds were not available.

1-6. [illegible] is a necessity.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1582

DEPARTMENT OF PUBLIC HEALTH — SAN FRANCISCO GENERAL HOSPITAL — Appropriation Number 1.557.400.000 — Sheet Number 19 of 23 Sheets — Index Number 557

Line No.	Actual Expenditures Last Year (Dollars Only)	Budget Salary Ord. Sec. No.	Budget Number of Pos.	Budget Rate	Budget Amount (Dollars Only)	Estimated Additional Requirements Number of Pos.	Rate	Amount (Dollars Only)	Expenditures Actual 6 Months (Dollars Only)	Estimated Last 6 Months (Dollars Only)	Estimated for Year (Dollars Only)	Code No.	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962	Number of Pos.	Rate	Amount (Dollars Only)	Comparison of Request With 1960-1961 Budget (As Revised by Board of Supervisors) Increase Positions	Comparison of Request With 1960-1961 Budget (As Revised by Board of Supervisors) Increase Amount	Recommended by Office, Board, Commission or Department Number of Pos.	Recommended by Office, Board, Commission or Department Rate	Recommended by Office, Board, Commission or Department Amount	(2) BUDGET as Recommended by The Mayor Number of Pos.	(2) BUDGET as Recommended by The Mayor Rate	(2) BUDGET as Recommended by The Mayor Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Pos.	(3) BUDGET as Adopted by Board of Supervisors Rate	(3) BUDGET as Adopted by Board of Supervisors Amount	Reference Index	Line No.
1		0.311.400.557											EQUIPMENT (F)- Cont'd. (NEW)															1
2												404	Rack - Glove Drying (1)			50		50			50			0				A	2
3												404	Stools - Foot (12)			180		180			180			180				B	3
4												404	Stools - Laboratory (20)			600		600			600			600				C	4
5												404	Stools - Cystoscopy (2)			120		120			120			120				D	5
6												404	Table - Instrument - Mayo (1) (1)			450		450			450			450				E	6
7												404	Table - Transfusion - Infant			250		250			250			250				F	7
8												404	Table - Standing-Tilt Type(1)			660		660			660			660				G	8
9												404	Table - Proctoscopic (1)			650		650			650			650				H	9
10												404	Urinal Racks (150)			1500		1500			1500			0				I	10
11												404	Commodes - Bedside (4)			280		280			280			280				J	11
12												406	Lamps - Floor (11)			275		275			275			0				I	12
13												412	Adding Machines (8)			2800		2800			2800			1400				M	13
14												412	Calculating Machines (2)			500		500			500			500				N	14
15												412	Comptometer (1)			350		350			350			0				O	15
16												412	Dictating Machine (2)			500		500			500			250				P	16
17												412	Duplicating Machine (3)			1200		1200			1200			0				Q	17
18												412	Time Stamp - Electric (1)			100		100			100			0				R	18
19												412	Typewriters (15)			4500		4500			4500			4500				S	19
20												[illegible]	[illegible] (2)			350		350			350			350				T	20
21												426	Conditioner - Paint (1)			250		250			250			250				U	21
22												426	Drill - Electric Portable (1)			75		75			75			75				V	22
23												[illegible]	Saw - Chain Portable (1)			200		200			200			200				W	23
24												[illegible]	Floor Conditioner-Powered (1)		2200	2200		2200			2200			2,200				X	24
25												[illegible]	Polishing - Scrubbing Mach. (4)		1200	4800		4800			4800			800				Y	25
26												[illegible]	Safeloc Mobile (1)		600	600		600			600			20				Z	26
27												[illegible]	Stepladders - Aluminum 10'(10)		100	1000		1000			1000			10				Z-1	27
28												[illegible]	Urns and Pots (10) (2)		150	1500		1500			1500			15				Z-2	28
29													Vacuum Cleaners - Wet & Dry			500		500			500			40				Z-3	29
30												[illegible]	[illegible] (1)			0		0			0			0				Z-4	30
31												[illegible]	[illegible] (1)			0		0			0			0				Z-5	31
32												[illegible]	[illegible] (1)			125		125			125			[illegible]				Z-6	32
33												436	Electric Can Opener (1)			100													33
34												436	Laundry Buckets - 10 Qu.(12)			900													34
35												436	Rack - Clothes (1)			50													35

A A rack for dard [illegible] trays, sheets and other rubber goods.

. o for 52, o for 72 to assist patients getting into and out of bed.

C. o Pathology, 2 Communicable, o [illegible], Psychiatry, o [illegible], ...mmodicable for counter work where ordinary chairs are too short.

. 2 for Urology service for ...e in examining and meeting patients.

. 1 dard E, 2 Ward C for ...ecessitating instruments used in examination and movement of patients.

. A specially designed [illegible] for Pediatrics, to use when exchange transfusions of newborn infants must be done.

. Two for Physiotherapy to assist in re-teaching patients to stand up.

I. A special table for proctoscopic examinations to be used in the Surgical Follow-In Outpatient Clinic.

I. Racks for the ...rsing of urinals in areas previously [illegible] with Bowl Funds.

. 2 for Wd. 42, ... for Wd. 43 to assist in getting patients out of bed to perform simple, daily functions.

. A clothes rack for ...ll clothing for patients on dard 95.

2 Wd. 95, 4 [illegible] adequate for re...

M. o Accounting ... (Short Doyle Statistics) for additional positions and areas where machines will add or at... efficiency at obtaining statistics, analyses, etc.

...this office where several persons are presently using two machines ...eting the many accounting statistics required in our most accounting.

. ...ine for use in writing out and changing the numbers of requisitions which flow ...the unit.

... 1 for Psychiatry to facilitate the dictati... of patient records.

.. 1 for the ...sychiatry to facilitate duplication of patient records, forms, reports,

. A time stamp ... permit and delivery of requests for blood in the Blood Bank, thus providing an additional ... of preventing errors in matching blood samples against units.

I Blood Bank, ... 1 Medical Library, 1 Anesthesia, 1 Pediatrics MD, 1 Billing, 1 Pharmacy, 1 [illegible], ... [illegible], 1 Medical Service to supply additional machine... [illegible] are now ... old and present equipment is unavailable.

... ...ring to be used with the ...er.

... ...ing ... work is

A ... ... so that a ... small work may be performed on the job and a ... br... ... ...ing drill press is available.

A ... ... to allow size, ... trimming and ...ing of the many large trees ... those which are dangerous and to do ... with a ...

A ... ... assessed a division to a low ...ore efficient cleaning, stripping,

Y. Addition may be made to ... that will ... and ... will ... from ... present equipment back and forth in the Activity Facilities of ...

Z. A newly perfected ...hile lat... for ... [illegible] ... and ... [illegible], ... wards, ... wash ... walls in the many ar... ... will be used ... to ... [illegible], ...

A-1. A lightweight, str... letter for ... notes to ... throughout the Institution.

B-1. Addition ... of trays ... [illegible] ... for ... [illegible] ... Institution ... [illegible].

C-1. Cleaners ... [illegible] ... as well as for ... [illegible], ... [illegible].

D-1. A ... [illegible] for dard D.

E-1. A ... [illegible] ... equipment to use ... better ... [illegible] ... Kitchen.

F-1. A new ... [illegible] ... equipment ... will ... [illegible] ... [illegible] ... and meat, vegetables, fruit, etc., ... in ... the flexibility ... [illegible].

G-1. A new piece ... equipment ... [illegible] ... the handling of ... [illegible] ... small ... are used to ... [illegible] ... [illegible].

... ... at ... and ... [illegible], also ... [illegible] ... the floor of the laundry.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1584

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division SAN FRANCISCO GENERAL HOSPITAL — Index Number 557

Item No.	Actual Expenditures (Dollars Only)	Fiscal Year 1960-1961						Estimated Expenditures 1960-1961			Class Number or Code	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962				Comparison of Request		Recommended by Office, Board, Commission or Department			(2) BUDGET as Recommended by the Mayor			(3) BUDGET as Adopted by Board of Supervisors			Item No.
		Class Number or Code	Number of Employees	Rate	Amount (Dollars Only)	Date	Number of Employees	Rate	Amount (Dollars Only)	Actual First 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)		CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	With 1960-1961 Budget Cols. 5 and 6 (—) Decrease Number	With 1960-1961 Budget Cols. 5 and 6 (—) Decrease Amount	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount (Dollars Only)	Number of Employees	Rate	Amount (Dollars Only)	
1		0,311,400,557												EQUIPMENT (F) Cont'd. (NEW)													1
2											436	Hamper, Linen (3)			120		120			120			0				2
3											436	Table, Bowing Position (1)			550		550			550			550				3
4											436	Tank, Iron (1)			25		25			25			0				4
5											436	Washer & Dryer (1)			500		500			500			0				5
6											442	Autoclaving Equipment (1)			750		750			750			750				6
7											442	Pans - Electric (11)			660		660			660			0				7
8											442	Refrigerator - Biologic (1)			225		225			225			0				8
9											442	Ventilating Units (6)			3000		3000			3000			3,000				9
10											446	Intercom,Set (1)			150		150			150			150				10
11											446	Intercom,System (1)			1000		1000			1000			0				11
12											446	Record Player Console (1)			450		450			450			0				12
13											446	Projection Screen (1)			175		175			175			175				13
14											454	Gurney - Recovery Room (2)			1800		1800			1800			1,800				14
15											454	Body Lift (1)			325		325			325			325				15
16											454	Cart - Chart (2)			250		50			50			25				16
17											454	Cart - Medicine (8)			2000		2000			2000			1,000				17
18											454	Cart - Utility (11)			1650		1650			1650			275				18
19											454	Dolly - Bedside Table (1)			100		100			100			0				19
20											454	Cart - Dressing (25)			3125		3125			3125			1,250				20
21											454	Truck - Chair Folding (3)			300		300			300			300				21
22											454	Truck - Laundry Tub (2)			450		450			450			0				22
23											454	Truck - Hand Furniture (2)			90		90			90			0				23
24											454	Truck - Wooden Platform (1)			225		225			225			225				24
25											454	Walkers - Patient (10)			400		400			400			0				25
26											454	Conti Special Diet (1)			200		200			200			0				26
27											454	Truck - Material Handling Elec. (11)			500		500			500			0				27
28											472	Fire Extinguishers -2½ Gal.Wat.			1200		1200			1200			0				A-2 28
29											472	Fire Extinguishers-15# CO_2 (6)			900		900			900			0				29
30											472	Fire Extinguishers-5# CO_2 (6)			150		150			150			0				30
31											482	Autoclaves - Automatic (2)			1200		1200			1200			0				31
32											482	Blanket - Transfusion (1)			75		75			75			0				32
33											482	Bronchoscope (1)			75		75			75			0				33
34											482	Cleaner - Ultrasonic (1) Motor			150		150			150			0				34
35											482	Chair - Treatment (1)			1200		1200			1200			0				35

A. Three additional linen dampers requested by Ward 8.

B. A machine needed to properly sew sterile gowns, especially with the use of new bulkiness in which the seams are not included.

C. A steam iron for use of patients in the Psychiatric Occupational Therapy Section as part of their therapy program.

D. A washer-dryer for use of patients on the Psychiatric Treatment Ward (95).

E. An additional hot water circulating pump for the Isolation Building where the new 3 ventilated Labs will have no readily available hot water when the present unit is shut down for repairs.

F. 10 for Engineer, 1 for Medical Record Room to supply circulating air for patients needing that as therapy and to provide ventilation. Exercise Unavailable to the Recovery Room.

G. A small refrigerator for the storage of medications and tabulations on Ward 3.

H. Four for x-ray and two for the Recovery Room. Those for X-ray are ventilating units to allow fresh air to be drawn in to the conference room while the room is blacked out; the two for the Recovery Room are to supply clean air to this area where critical patients are treated immediately following surgery and open window ventilation is not satisfactory because of the nearness of the incinerator chimney and steam exhaust.

I. This is a simple system to connect the Doctor's Room and the Laboratory in the Blood Bank.

J. This fund is needed to repair all the obsolete intercommunicating system throughout the [illegible]. Ability to alert and obtain help from other wards is a necessity in this area and the present system is worn out of service and must be replaced.

K. An instrument to provide diversion and therapy for the patients on Ward 9).

L. A new projection screen for use in the X-ray Conference Room.

M. Two additional specially designed patient surveys for use in the Recovery Room.

N. A body lift specifically designed to allow one person to put a cadaver into and remove it from the Morgue boxes.

O. One for Ward 52 and one for Ward 73, additional carts for transportation of charts.

P. For wards 52, 53, 54, 72, 73, 74, E, F, H, J and two for Follow-Up Clinic to provide needed means to transport patients.

Q. For wards C, F, 2 A, J, K and 73, Blood Bank, and [illegible] for 5 nursing to provide additional means of transporting the many supplies to and from these areas.

R. One for Ward E, one for Ward C to provide means of moving mobile tables without scraping or scratching floor coverings.

S. 1 Follow-[illegible] 6 Typical Wards E, F, G, 2), 4 Nursing (J, F,), 51, 52, 53, 54, d) to provide a safe, aseptic means of moving dressings from patient to patient on the wards.

T. A means of storing and transporting folding chairs, so that sufficient numbers will be available [illegible] Screening.

U. Two large mobile laundry cars to assist in moving and sorting enough dry linens. Laundry.

V. Two special hand trucks to facilitate moving furniture with a minimum of injury. Housekeeping.

W. A low flat bed hand truck for moving heavy loads. Storeroom.

X. [illegible] Orthopedic, 1 Pediatric and 1 Physiotherapy [illegible] set in training attempts in the reuse of their limbs.

Y. An especially designed diet cart for hot and cold foods to be used from the Diet Lab, for [illegible]

Z. A necessary piece of equipment to enable our store keepers to transport larger loads over our ten acres of storerooms, quicker, more efficiently, and with less danger of injury. Storeroom.

A-1. 75 [illegible] gal. water tank fire extinguishers for [illegible] respectively up to be completed with Hand Pumps. Required by Fire Department.

B-1. [illegible] Extinguishers for special areas where chemicals and oils are present. Required by Fire Department.

C-1. 6 [illegible] Extinguishers - same as B-1 above.

D-1. Two additional small sterilizers for re-sterilization of the equipment in surgery.

[illegible] An electric blanket to keep newborn infants warm during and after transfusions. Pediatrics.

F-1. An instrument (part of a set) used in endotracheal and esophageal work to help remove foreign bodies in infants and small children, for example.

J-1. A new instrument set in the classics of surgical instruments.

H-1. A power operated floor style and transport chair for ophthalmology.

CONTROLLER'S FORM No. 6200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

2506

Index Number 557

Line Number	Actual Expenditures 1960-1961 (Dollars Only)	Actual Year 1960-1961 Budget: Salary Grd. Sec. No. Item No.	Budget: Number of Employees	Budget: Rate	Budget: Amount (Dollars Only)	Salaries of Officials and Employees Appointed by Commissions: Date	Number of Employees	Rate	Amount (Dollars Only)	Expenditures 1960-1961: Period 6 Months (Dollars Only)	Expenditures 1960-1961: Last 6 Months (Dollars Only)	Expenditures 1960-1961: Total for Year (Dollars Only)	Item Number	Departmental Budget Estimate for Fiscal Year 1961-1962	Number of Employees	Rate	Amount	With Other 1961 Budget Controlled Items: Rate	With Other 1961 Budget Controlled Items: Amount	Recommended by Chief Executive Officer of Commission: Number of Employees	Recommended by Chief Executive Officer of Commission: Rate	Recommended by Chief Executive Officer of Commission: Amount	BUDGET as Recommended by the Mayor: Number of Employees	BUDGET as Recommended by the Mayor: Rate	BUDGET as Recommended by the Mayor: Amount	BUDGET as Adopted by Board of Supervisors: Number of Employees	BUDGET as Adopted by Board of Supervisors: Rate	BUDGET as Adopted by Board of Supervisors: Amount	Reference Letter	Line Number
		a	c	e	g	h	j	k	m	p	q	r	s	t	u	v	w	x	y	z	aa	ab	ac	ad	ae	af	ag	ah		
1	11,111,000,557													EQUIPMENT (P) Cont'd. (NEW)																	1
2													482	Chair, Retracting (1)			275		275			275			275				A	2
3													482	Clamps, Rochester-Poan (6)			60		60			60			60				B	3
4													482	Coflator (2)			900		900			900			900					4
5													482	Comper Knee & Foot Rest (1)			150		150			150			150				I	5
6													482	Contact Glass, 3 Mirror (1)			75		75			75			75				E	6
7													482	Knophagoscope (2)			90		90			90			90				F	7
8													482	Electromyograph Machine (1)			1500		1500			1500			1500				G	8
9													482	Forceps (1)			25		25			25			25				H	9
10													482	Headlight, Storz-Lumpert (3)			100		100			100			100				I	10
11														[illegible] (1)															J	11
12														[illegible]															K	12
13														[illegible] (1)															L	13
14														[illegible] (1)															M	14
15														[illegible]																15
16														[illegible]															N	16
17														[illegible] (1)															O	17
18														[illegible]																18
19													482	Instruments, Surgical (1)			200		200			200			200				Q	19
20														[illegible]																20
21													482	Kick Buckets, Surgical (12)			540		540			540								21
22													482	Kiln, Front Loading (1)			500		500			500			500				T	22
23														[illegible]															U	23
24													482	Laser, Wood's Diagnostic (1)			35		35			35								24
25														[illegible] (1)																25
26													482	Mirror, Full Length (1)			50		50			50								26
27													482	Nasopharyngoscope (1)			100		100			100							V	27
28													482	Ophthalmoscope (1)			45		45			45								28
29													482	Pads, Azuematic (15)			525		525			525								29
30														Perforator Drill, Smith Auto																30
31													482	Pottern Wheel Electric (1)			350													31
32													482	Readers, [illegible] (1)			225		225			225								32
33														[illegible] (1)																33
34														[illegible]																34
35														[illegible]																35

. A chair designed for use in refracting examinations, to replace ordinary stool now used. Ophthalmology.

. Straight clamps needed by Pathology.

A new instrument that mechanically simulates a cough in patients thus helping patients with severe respiratory impairment to eliminate secretions from the lungs. Chest Service.

. A specially designed knee and foot rest used by the Urology Service in connection with the diagnosis and treatment of their patients.

. A slit lamp attachment which facilitates examination of eye chamber angle, retina and its periphery.

. 2 instruments requested by the ENT Service to augment its emergency service. (See F-1, Page 20)

. An instrument used to measure the potential of muscles particularly useful as a diagnostic and treatment tool in those areas where injury or growths have impaired muscle use. Psychiatry.

4 forceps to fit the esophagoscopes above. ENT Service. (See above (F), and F-1, Page 20).

Two lights for the neurosurgical service, used to focus a brighter light in the area being operated upon. Extremely necessary in the many delicate procedures performed by this service.

. An instrument used to humidify inspired air, especially on patients on whom tracheotomies have been performed. Daily needed at this hospital because the air in large wards cannot be humidified. ENT Service.

An instrument for diagnostic and therapeutic treatment of benign and malignant skin tumors. Dermatology Service.

I A heavy duty clip or set requested by the Neurosurgical Service to facilitate freeing skulls of hair prior to operating.

A small, self-contained unit that heats and maintains steam packs (used in relief of muscular spasm, pain, in preparation for exercise and therapy) at the proper temperature. Physical therapy.

An incubator used for newborn infants. Our present number is insufficient to care for our deliveries, especially with our large percentage of prematures. On five occasions in the past year we have had to borrow additional equipment from other hospitals, and on one occasion we had to put two infants in one incubator. Medically and legally this is very dangerous. Pediatrics.

A specially designed unit to help administer gas anesthetics to children. We have one available so that when it is in use emergencies and other operations are held up waiting for it. Anesthesia.

. An instrument stand requested by the Orthopedic Service for use in its treatment room.

.. A set of instruments requested for the Follow-up Outpatient Clinic, including 4 punch biopsy forceps, 4 thumb forceps, 4 Peterson speculums, 4 sponge sticks and 1 large [illegible] scissors.

Additional incubators for newborn and premature infants. (See B, above). Pediatrics.

Additional stainless wheeled buckets for disposal of dressings, etc., in Surgery.

I A machine for baking ceramic materials used in occupational therapy. Chest Disease.

Two lamps for Ward K, used to apply heat to various parts of the body.

I A lamp needed for diagnosis of fungus infections of the skin and scalp.

.. 8 Chest Service, 6 Pediatrics, 1 Communicable, used for aeration and humidification of air breathed by patients.

I A full length mirror to assist in many therapeutic procedures in Occupational Therapy. Chest Service.

T. An additional diagnostic unit [illegible] available.

[illegible] psychiatric outpatient service to set up a means of performing [illegible] functions.

A-1, 3 for Ward C, 3 for F, 3 for H, 3 for J and 3 for K; a newly perfected plastic pad connected to a pump which circulates water at a static temperature used to apply heat or cold to specific areas of the body.

[illegible] surgical drill requested by the Neurosurgical [illegible] in head or brain injury [illegible] to put burr holes in the skull as a diagnostic [illegible] procedure.

C-1, A machine used to prepare and form ceramic materials in Occupational Therapy. Requested for Psychiatry Occupational Therapy.

D-1, A set of instruments designed to find, crush and remove stones from the urological system. Urology.

K-1, A bicycle type exerciser which can be used with any straight chair. Physical Therapy.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH

1,557,400,000

567

		6,411,000,157																											
													EQUIPMENT (P) Cont'd. -NEW															
												482	Respirator, Bennett (9)			$100		$100			5100			2,175					
												482	Rib Cutters (1)								90			90					
												482	Sigmoidoscopy Set (4)			500		50											
												482	Suction, Portable (10)																
												482	Stirrups, Cyn OPD Tables (3)								150								
												482	Tractomatic Cervical Traction																
												482	Tranellluminalir (1)																
												482	Tracheoscopy Set, Jackson (1)			10					100								
												482	Tonometer (1)																
												482	Valves, Rebreathing (2)																
												482	Valve, Frumin (1)																
												484	Analyser, CO Complete (1)																
												484	Balance, Analytical (1)																
													[illegible]																
												484	Centrifuge (2)			450													
												484	Electrode, P O2-PCO (1)																
												484	Incubator, Specimen (1)			150													
												484	Knife Sharpener, Automtic (1)																
												484	Light, Operating (1)																
												484	Lamp, Hague A Transformer (1)																
													[illegible]																
												484	Microscope, Zeiss Otoscopic(1)																
													[illegible]																
												484	Microtome, Frozen Section (1)																
													[illegible]								500								
												484	Pneumotachograph (1)								125								
												484	Projector, Perimeter (1)								1500								
												484	Scale, Autopsy (1)								50								
												484	Scale, Infant (5)																
												484	Scale, Patient (5)											750					
												484	Serofuge (1)											100					
												484	Stirrer, Magnetic																
													[illegible]																
												484	Sterilizer, Instr. (1)																

BUDGET ESTIMATE INDEX NO. 557 OPPOSITE SHEET NO. 22 EXPLANATION SHEET 1961

A. A respirator-resuscitator type piece of equipment which can be used for forced breathing of oxygen to keep patients alive. 5 for Chest Service, 4 for Central Supply.

B. Surgical instruments requested by Pathology for use in performing autopsies.

C. 1 for Follow-up OPD, 1 for Admission and 2 for Surgical Wards, instruments for use in examination and treatment of patients.

D. 6 for main wards, 3 for Chest and Communicable, 1 for Recovery Room; additional instruments used to syphon fluids from various orifices of the body.

E. To complete the examining tables in the Outpatient Clinic used by the Gynecology Service.

F. A piece of equipment used to put traction on the neck and spine. Physiotherapy.

G. A special eye instrument used to visualize solid lesions within the eyeball. Opthalmology.

H. For the Admitting Ward to supply an emergency standby set of instruments used to perform [illegible] in the emergency treatment rooms. Average of five per month done on an emergency now or never basis.

I. An instrument used to monitor a patient's temperature while under anesthesia, a necessity for use during hypothermia.

J. A special valve for use in Anesthesia which prevents re-breathing of expired air. Anesthesia.

K. A special valve for use in Anesthesia to administer volatile gases with controlled or assisted respiration and a safety valve to prevent excess pressure on the patient's respiratory system. Anesthesia.

L. A special [illegible] for use on respiratory problems of pulmonary disease or post-surgical deficiency; [illegible] thetic evaluation of surgical risks; during or after anesthesia; and treatment of drug depressions such as barbiturate ingestion. Anesthesia.

M. A weighing device for use by Cytology in measuring chemicals for stains. Pathology.

N. A homogenizer for use by Cytology in the preparation of smears from specimens. Pathology.

O. One microhematocrit for Pediatrics and one for Communicable disease to allow easier and quicker blood determinations from a much smaller amount of blood.

P. This electrode allows direct measurement of the parameters in blood, necessary to determine oxygen content as an indicator of lung function. Cardio-Pulmonary.

Q. A small specimen incubator in which to store specimens until transferred to the Main Laboratory. Pediatrics.

R. An automatic knife sharpener for use in Pathology.

S. One for Opthalmology and two for Admission treatment rooms, to be used where overhead surgical lights are not available.

T. A special light used in cataract surgery to detect lens remnants. Optha1.

U. Six for Pathology, one for Outpatient to augment present equipment and make more efficient use of residents and technicians time.

V. A specially constructed microscope for use in delicate operations on the ears and eyes. Opthalmology.

W. An illuminator requested by Pathology for use in the Cytology Unit.

X. An additional frozen section microtome requested by Pathology.

Y. An instrument used to visually monitor patients with heart conditions. Medical Service.

Z. An instrument used to obtain a continued record of the content of air inhaled and exhaled over a given period of time as a test of lung function. Cardio-Pulmonary.

A-1. An instrument used [illegible], to Opthalmology.

B-1. A scale for measurement of gross specimens and organs removed during an autopsy. Pathology.

[illegible] for crystalline, one for Communicable, a dial-type spring scale for [illegible] of infant weights.

D-1. One each for Communicable, Wards 5J, G, F, and 4 to provide a means of weighing patients on these wards.

E-1. A special centrifuge used in [illegible] blood specimens. Blood Bank.

F-1. A stirring machine used in the preparation of Cytology slides. Pathology.

G-1. An essential instrument for examination of the eyes. Opthalmology.

H-1. An instrument sterilizer for use in [illegible] treatment room, Ward H.

CONTROLLER'S FORM No. 4300

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1390

DEPARTMENT OF PUBLIC HEALTH — BUREAU OF LABORATORIES — Appropriation Number 1,552,600,60 — Sheet Number 23 of 23 Sheets — Index Number 557

Line No.	Actual Expenditures 1960 (1961)	Budget Estimate 1961 (1962)			Budget Recommended 1961 (1962)				Expenditures 1960 (1961)			Class Number and Code	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961 1962				Comparison of Requests With 1960 (1961) Budget (Col. 3 and 5 Omitted)		(2) Recommended by Office Board Commission or Department			(2) BUDGET as Recommended by the Mayor			(3) BUDGET as Adopted by Board of Supervisors			Remarks
		Date Filled	Number of Employees	Rate	Amount	Date Filled	Number of Employees	Rate	Amount	Actual Prior 6 Months	Probable Last 6 Months	Probable For Year			Number of Employees	Rate	Amount (Col. 9 x Col. 10)	Number	Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	Number of Employees	Rate	Amount	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1		0,311,400,557												Equip No (P) Contd. New														
2													4404	Strain Gauge, Statham (1)			350		350			350						
3													4404	Thermometer Washer (1)			50		50			50						
4													4404	Van Slyke Gas Analyzer (1)			400		400			400						
5													4404	Transducer, Pressure (1)			250		250			250						
6													4404	Tensiometer, Electric w/Recdr. (1)			1000		1000			1000			1,000			
7													4404	Thermometers (6)			1200		1200			1200			1,200			
8													4404	Thermostatic Units for Irrig. (7)			100		100			100			100			
9													4404	Viscoson, Vibratage (40)			1000		1000			1000			1,000			
10													4404	Flow Jet, X-Ray (19)			665		665			665			665			
11													4404	Voltmeters (-)			1100		1100			1100			1,100			
12													4404	Water Bath (1)			45		45			45			45			
13													4404	X-Ray Equipment			250		250			250			250			
14													4404	Books, Medical Reference			5000		5000			5000			5,000			
15	06413				06413				06413					Total			215510		156737			210720			210,720			
16	06413				06413				06413					Less Turnover for 6 Purchases			13513		156737			13513			13,513			
17														Net Total															
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A. A very sensitive device which allows recording of heart pressures in graphic form for analysis of disease. Cardio Pulmonary.

An instrument which returns groups of thermometers to below normal readings. Outpatient, Pediatrics.

An instrument for measuring gas concentrations, i.e., efficiency, of the blood. Cardio Pulmonary.

An instrument for recording venous pressures during anesthesia. Anesthesia.

An essential instrument for the diagnosis of glaucoma. Opthalmology.

These comprise an electronic device for continuously monitoring temperatures in patients being treated or operated on under hypothermia, and may be used on one patient for five to seven days. Neurosurgery.

A device for maintaing sterile fluids at a constant temperature to be used for irrigations during brain surgery. Neurosurgery.

Mundsize viewers to allow the Medical Staff on the Wards and in other locations to be able to read all records which will have been put on microtape. Medical Record Room.

One single - dermatology; One two-bank - Surgical OPD; One two-bank - Pediatric OPD; One six-bank - Surgical Conference; Eight singles - X-ray Conference, for better presentation and availability of patients' x-ray records.

Testing equipment for use in the Cardio Pulmonary laboratory where highly specialized electronic equipment is in constant use under the supervision of a Senior Electronic Technician. Cardio Pulmonary.

An additional instrument to submerge stained slides in water at a constant temperature. Pathology.

The following new equipment for X-ray:

1 Portable Bantam Bucky
1 Mobile Protective Screen
1 Infant Restraining Tray
1 Junior Restraining Tray
1 Aryliner
2 Safety Stools
1 Sweet Eye localizer
1 Collimators
1 Radium Carrier
1 Radiation Meter
1 High Voltage Input

M. A sum for the Medical Library to be used for the purchase of almost 500 volumes of medical reference volumes as a beginning towards the library to be constructed in about two years.

SAN FRANCISCO COMMUNITY MENTAL HEALTH SERVICES
SUPPLEMENTAL BUDGET REQUEST FOR FISCAL YEAR 1960

Introduction.

This Supplemental Budget Request was being made this fall in accordance with previous recommendations made to Doctor Cox in the early part of 1960. Although the Community Mental Health Services Program has been authorized and reimbursement has been received from the State for the beginning period since 1958, no significant program augmentation has been made because there was no Program Chief to evaluate and integrate the Services. Prior to the submission of the Annual Budget for the fiscal year 1960-61, the plan was to allow the Program Chief a number of months to evaluate services and study needs to implement the Community Mental Health Services Program as provided by the Board of Supervisors in the Ordinance of 1958. At that time, it was recommended that items which would ordinarily be asked for in the regular Budget would instead be requested in this Supplemental Budget.

For the above reasons, as well as the pressing need for improvement of services, both personnel and equipment are being requested here. The items requested are those which have been studied and approved by the Mental Health Advisory Board. The additional positions are aimed at improving quality of present services and also increasing the quantity. Completely new programs have been planned for appropriation requests in the regular Budget for 1961-62.

Six months of intensive study by the Program Chief and his staff in combination with representatives of many agencies, including both lay and professional groups, have led to definitive plans which will implement the intent of the Community Mental Health Services' Ordinance and which will give better quality and quantity of services to San Francisco over the next two to three years.

The State Department of Mental Hygiene has adopted an official policy of encouraging the increase of mental health services by cities and counties and decreasing direct services by the State, with the exception of services to long-term psychotic patients needing hospitalization and their follow-up care in the early stages following discharge. The Short-Doyle Act is a legislative result of this policy which is attempting to stimulate the development of adequate treatment and preventive services in communities by giving financial aid to communities which offer a significant service. Because of the State policy and also because of the great need for care of persons with emotional difficulties in San Francisco, increased quality and quantity of services are imperative and are expected by the people of San Francisco.

Studies of mental health in San Francisco up to date have shown that this city has a higher rate of suicide, of alcoholism, of hospitalization in State mental hospitals, of aged persons and of single persons living alone. There are other indications that the percentage of the San Francisco population in need of psychiatric help on both an outpatient and inpatient basis is higher than that of most cities in the United States. Based on available studies and estimates, approximately 150,00 persons in San Francisco are in need of psychiatric care. More than half of these are probably unable to obtain care due to lack of facilities either on a private or public basis.

The above situation is not to be taken lightly since it means a tremendous social and economic drain on the resources of the city. Any improvement in the mental health of these people leads to an increase in their independent productivity and a decrease of the social disturbances caused by their inter-action with other people in their immediate environment. Good medical care is never cheap, nor can it be measured in terms of immediate dollar savings. It can, however, be estimated in long-term gains to the community and in the decrease of human suffering.

Studies over the past two years, with particular reference to the community survey done in 1958 under the sponsorship of the United Community Fund and the studies of the last six months conducted by the Program Chief of Community Mental Health Services, have led to the development of the following priority categories:

1. Additional space to relieve overcrowding on the Inpatient Psychiatric Service at San Francisco General Hospital, the Adult Guidance Center, and the Child Psychiatric Clinic. An additional ward has been requested, and the Director of Health plans to assign another ward to psychiatry after renovations have been completed at Laguna Honda to allow movement of [illegible] elderly patients from San Francisco General. The additional ward will house the female treatment service and allow for three observation instead of the present overcrowded two. A survey needs to be done to plan necessary renovations to the new ward. These renovations will essentially involve some sort of alterations to the windows and the addition of two doors opening into the corridor which will allow the ward to be closed. Also a survey needs to be done of the courtroom area in Building 90 so that the area can be remodelled to accomodate the screening and admissions center personnel. Both the surveys and the renovations need to be completed during this fiscal year.

A survey of the building at 140 Otis Street to plan additional space allocation and renovations for the Adult Guidance Center has been requested and preliminary conferences with the City Architect have been held.

The Child Psychiatric Clinic at 101 Grove Street has about half the space it needs and it is planned to rent a suite of offices elsewhere in town to accomodate the entire clinic properly. This cost is 50% reimbursable by the State.

2. Professional supervisory personnel in all divisions [illegible] and increase service. The State Department of Mental Hygiene regulations in regard to [illegible] of the Short-Doyle Act require adequate professional supervision. In June, 1960 we received an official letter from the Department of Mental Hygiene requiring "reorganization by January 1, 1961" to provide that Psychologists and Social Workers be under more direct administrative supervision by Psychologists and Social Workers meeting the requirements of Sections 634 and 635 of Title 9 of the California Administrative Code. They ask that professional workers in each unit be directly supervised by properly qualified professionals. At present practically no provisions are made in our staffing for supervising personnel in the various divisions. This is our most serious personnel need.

3. Additional clerical personnel to handle the large amounts of records and other paper work. The present clerical staff is unable to keep up with the work load, and we do not meet the standards of the State Department of Mental Hygiene, the American Hospital Association, the American Psychiatric Association or the needs of the City and County of San Francisco for prompt and meaningful paper work.

4. Professional staff members to develop a screening, referral and emergency treatment center which will function on an outpatient basis as a central clearing house for all the divisions of the Community Mental Health Services, and will also work with other agencies in the community.

5. New personnel to give additional treatment and consultation services to eligible residents of San Francisco. This includes nursing personnel to open an additional ward at San Francisco General Hospital.

6. Professional staff for district psychiatric teams who will work on a district and neighborhood basis in combination with health center staff for the purpose of doing preventive work, meeting crises before they turn in to severe illness, handling emergency psychiatric problems in the district and in the homes, referring persons to proper agencies for help and giving consultation to health personnel in the district.

7. A psychiatric rehabilitation center is needed which will take care of borderline cases, including patients recently discharged from mental hospitals. This is an outpatient situation designed to give more care and support than the regular outpatient clinic can provide.

8. An Adult Guidance Center Branch at another location in the city is needed to give better coverage geographically and sociologically.

9. A San Francisco Mental Health Center must be built which will contain the entire basic services of the Mental Health organization. This would include both inpatient and outpatient services for adults and children. It would also include the main office of the Community Mental Health Services. This is a pressing necessity, since all the present facilities are overcrowded, outmoded and inadequate. The Mental Health Advisory Board, the Medical Society, the National Association of Social Work Chapter and others have expressed their backing and their belief of the importance of such a Mental Health Center which would physically and efficiently integrate all the basic services of the San Francisco Community Mental Health organization. Planning should begin immediately so that this construction could be included in the bond issue to be voted on in November 1961.

10. Short-Doyle contracts with other psychiatric programs are needed to cover areas of psychiatric service not now available to county patients.

11. A large amount of new and replacement equipment is needed to give proper equipment to the present staff and to the expanded staffing.

The State Department of Mental Hygiene has assured us in writing that they have sufficient funds for the last half of this fiscal year for an additional reimbursement of at least $200,000.00.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

Board or Commission: DEPARTMENT OF PUBLIC HEALTH Bureau or Division: COMMUNITY MENTAL [illegible] ADMINISTRATION

1																											1
2					3		31'10	1[illegible]	1[illegible]	31'20	110	Permanent Salaries	12	[illegible]	12	[illegible]	12	[illegible]	6	[illegible]							2
3								-	1500	1[illegible]	140	Fees & Other Compensation		3[illegible]		3000		3500		[illegible]							3
4					3		[illegible]	1[illegible]	17[illegible]	1[illegible]		[illegible]	1[illegible]	[illegible]	12	[illegible]	6	52,[illegible]									4
5								-	[illegible]	[illegible]	2[illegible]	Contractual Services		5[illegible]		5[illegible]		[illegible]		[illegible]							5
6								-	210	210	2[illegible]	Use of Employees' Cars		[illegible]		[illegible]		[illegible]		500							6
7							1[illegible]	-	1[illegible]	1[illegible]	2[illegible]	Medical Service & Care		[illegible]		1[illegible]		1[illegible]		120,[illegible]							7
8								-	4[illegible]	4[illegible]	3[illegible]	Materials & Supplies		[illegible]		1[illegible]		1[illegible]		1,[illegible]							8
9								-	2161	2161	4[illegible]	Equipment		[illegible]		9[illegible]		9[illegible]		7[illegible]							9
10							[illegible]	-	1[illegible]	1[illegible]	4[illegible]	Fixed Charges		[illegible]		[illegible]		1[illegible]		100							10
11					3		1[illegible]	1[illegible]	1[illegible]	1[illegible]		TOTAL	1[illegible]	[illegible]	12	[illegible]	6	1[illegible]									11
12												[illegible]															12
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14								-	[illegible]	[illegible]		Materials & Supplies		[illegible]		[illegible]		[illegible]									14
15								-	[illegible]	[illegible]		Equipment		[illegible]		[illegible]		[illegible]									15
16								-	[illegible]	[illegible]		[illegible]		[illegible]		[illegible]		2,[illegible]									16
17					3		1,[illegible]	1[illegible]	[illegible]	1,[illegible]		NET TOTAL	1[illegible]	[illegible]	12	[illegible]	6	1[illegible]									17
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CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1394

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH — Bureau or Division COMMUNITY MENTAL HEALTH SERVICES ADMINISTRATION — Appropriation Number 1,561,110,000 — Sheet 4 of 5 Sheets — Page Number 501

No. of Pos.	Actual Expenditures 1959-1960 (Schedule A only)	Budget 1960-1961 Salaries and Wages No. 56,56,01				Budget 1960-1961 Salary Standardization Adjustments				Estimated Expenditures 1960-1961				Class Number	DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962	Number of Positions	Rate	Amount	Budget 1960-1961 (Schedule A only) Positions	Budget 1960-1961 (Schedule A only) Amount	(2) BUDGET AS Recommended by The Mayor Number of Positions	(2) BUDGET AS Recommended by The Mayor Rate	(2) BUDGET AS Recommended by The Mayor Amount	(3) BUDGET AS Adopted by Board of Supervisors Number of Positions	(3) BUDGET AS Adopted by Board of Supervisors Rate	(3) BUDGET AS Adopted by Board of Supervisors Amount	Increase Decrease
		Class	Number of Positions	Rate	Amount	Class	Number of Positions	Rate	Amount	Class	Number of Positions	Rate	Amount													
1		0,561,110,000																								
																	358-436									
1															Account Clerk (New)	1	396-436	4,404	1	4,404	1	358-436	4,404			
																	317-									
1															Statistician (New)	1	317-372	372	1	372	0		0			
																	350-					367-				
1		1			1	4.5	5100								General Clerk Stenographer	1	442	5100	1	5100	1	442	5,364			
																	350-					367-				
1															General Clerk Steno (New)	1	442	4302	1	4302	1	442	4,512			
																	361-									
1														D512	General Clerk Typist (New)	1	415	4194	1	4194	1	415	4194	0		0		
																	543-									
1														L20	Public Health Educator (New)	1	660	6678	1	6678	1	660	6678	0		0		
																	350-									
1														[illegible]	Physician Specialist (New)	1	1154	[illegible]	1	[illegible]	1	1154	[illegible]	0		0		
																	1305-					1305-				
1		11.			1	1511	18178							1305	Physician Chief, [illegible]	1	1511	18178	1	18178	1	1587	17,412			
																	842-					842-				
1		10			1	[illegible]	11022							[illegible]	Chief Med. Psychologist	1	[illegible]	11022	1	11022	1	1022	11,642			
																	481-									
1														1	Public Health Nurse (New)	1	[illegible]	5418	1	5418	0		0			
																	483-									
1														512	Psych. Soc. Serv. Worker (New)	1	599	6066	1	6066	0		0			
																	745-					745-				
1														T	Psychiatric Soc. Serv. Work (New)	1	905	9162	1	9162	1	905	9,162			
14			1		11510	1 [illegible]	1 [illegible]	[illegible]							Total Permanent Salaries	12		85699	12	85699	6		52,496			

DEPARTMENT OF PUBLIC HEALTH
COMMUNITY MENTAL HEALTH SERVICES
EXPLANATION

Personnel

At present the Program Chief's office has a clerical staff of one General Clerk-Stenographer. This has proved to be extremely inadequate and has slowed down operations of the office greatly. In addition to this, it is necessary for the Program Chief and the Chief Clinical Psychologist to do a great deal of clerical work for which they have neither the time nor the skill necessary.

The Account Clerk is needed to aid in the handling of the financial reports of the Community Mental Health Services and the processing of Short-Doyle contracts. This person would also be sent to the various divisions to help them with their records and would keep contact with the Health Department Accounting Office as well as the Accounting Office at San Francisco General Hospital.

The General Clerk-Stenographer would add one stenographer to the office and would have to cover the dictation and clerical work for three to four people. This includes the Chief Clinical Psychologist, the Director of Psychiatric Social Work and the Statistician. This would be inadequate coverage but for the Supplemental Request only this one position is being asked for.

Statistician

This person is badly needed to allow evaluation of the activities and case load of the Community Mental Health Services. In addition, the Statistician must be provided in order to carry out the mandate of the Community Mental Health Services' Ordinance of 1958 which states that the Director of Mental Health Services [illegible] as well as evaluating the present state of mental health and illness in San Francisco, the Statistician would help in the evaluation of program results. Without an evaluative program, proper program direction is [illegible]. Neither the [illegible] of Public Health is able to supply such service at present. This person would work closely with the other people in the Department of Public Health.Statistical Bureau.

Director of Psychiatric Social Work:

The need for such a person has been felt ever since the Community Mental Health Services were organized. The Social Workers of the department as well as the Program Chief have felt a great need for experienced overall direction of social work program standards and planning. Although the Supervising Social Worker of each division would be administratively in charge of the social work services of that division, the Director of Psychiatric Social Work would furnish overall direction, in-service training, consultation and liaison with other community agencies in regard to psychiatric social work as carried on by the Community Mental Health Services. In addition, this experienced Social Worker would provide consultation to the Program Chief and would represent social-work planning at the policy level. This is a very high priority need.

Dues and Other Compensation:

The figure of $1,500.00 is intended to supply 100 hours of in-service training consultation at $15.00 per hour. This is for a six-month period. In-service training is 50% reimbursable by the State. This item has been requested by every division and is necessary to supply additional skills and training to our staff. There are many advances in the fields of psychiatry, psychology, social work, psychiatric nursing and psychiatric rehabilitation. It is impossible to recruit only staff members who are fully trained. It is to the advantage of the city, therefore, to supply on-going in-service training to keep the quality and efficience of work at the highest possible level.

All the above employments are 50% reimbursable by the State.

Contractual Services

The Thermofax copying machine will save a great deal of time for small copying jobs which need to be circulated to the four divisions.. The calculator is for the use of the Statistician, the Account Clerk and the Chief Clinical Psychologist. This will be used for both bookkeeping and accounting and statistical studies of community mental health problems and the Community Mental Health Services Program statistics. The electric typewriter is requested specifically because we do a large amount of mimeographing and have the second largest amount of mimeographing jobs in the Health Department. The electric typewriter does a faster and better job in this regard. The additional dictating machine [illegible] the Director of Psychiatric Social Work and the Statistician. A dictating machine saves time for professional personnel. It also allows for efficient use of clerical time.

The professional periodicals will provide for five subscriptions to psychiatric, psychological and social work professional journals as part of the in-service training and keeping up-to-date of the service. At present there is no library or other type of professional reference available in our services.

The services of the Tabulating Bureau are necessary since we now receive duplicate sets of IBM cards from the State Department of Mental Hygiene already punched with the raw data of our monthly reports in regard to each patient. It is very important to have the money to buy processing jobs of the Tabulating Bureau so that we may evaluate the characteristics of our case load and the results of our service. It is important to take advantage of this collaboration with the State because otherwise we would have to punch our own data cards, and this would double or triple the cost. This is also a reimbursable item, as are all the contractual services listed here.

Contractual Services (Continued)

The automobile is requested on a rental basis, since this is 50% reimbursable by the State and also since no automobile is presently available to the Community Mental Health Services' Central Office staff, who must make trips, not only to the four divisions, but also to meet with agency representatives in all parts of San Francisco.

The Day Treatment Center contract requires no additional money but simply the re-appropriation of [illegible]. This contract will provide for our covering the reimbursable costs of an excellent small psychiatric Day Treatment Center in San Francisco, who, in return for subvention, would treat only patients [illegible] under the terms of the Short-Doyle Act. This is an excellent opportunity for the city to [illegible] such a service without having to set up a new agency. This is also 50% reimbursable by the State.

The additional telephones are for the use of the additional personnel requested.

Allowance for employees' cars at 10¢ a mile, is estimated at $[illegible].00, however, we have no past experience on which to base our estimate. Although we have requested one automobile, for the Community [illegible] Services' Central Office, this also will mean that [illegible] may have to be traveling within the city when another is out with the automobile. Those who must travel about the city are the Program Chief, the Chief Clinical Psychologist, the Director of Psychiatric Social Work, the Statistician and the Account Clerk.

[illegible]

Additional stationery is needed since there was no previous experience for the Health Department to estimate the amount of stationery which will be used by the new Bureau. Therefore, stationery has run very low.

Fuels and lubricants, repairs and maintenance of automobile equipment are needed in order to care for the automobile requested under rental and the station wagon requested under equipment.

[illegible]

The station wagon is for the purpose of transporting patients from their homes to the hospital when we must send out for them. To make a few trips every day and at the present time it is necessary to use the Health Department car or, in some cases, an ambulance. In this event, the ambulance is taken out of circulation for physical emergencies, or it is necessary for the psychiatric case to wait many hours until the ambulance is free. There has been great demand for such a vehicle, which also has the advantage of being an unobtrusive type of vehicle rather than one which calls the attention of the neighbors, such as an ambulance or a Police car. The other equipment is office equipment, which is required to take care of the present staff and the additional staff being requested. Since this is a new office, there is very little equipment in it at present.

E. 1 - 8112 General Clerk-Typist

Needed to handle clerical work of the Statistician, the private clinic contracts, part of the work of the Director of Psychiatric Social Work to do general filing and routine clerical tasks. The load in this office is and will be very voluminous since it is the central coordinating office of Community Mental Health Services. The one additional General Clerk-Stenographer requested in the Supplemental Budget is not enough to handle even the present work load, including preparation of reports and graphs.

F. 1 - 120 Public Health Educator

Among the important methods of prevention of emotional breakdown is that of making people aware of ways of dealing with stress, aware of helping resources and of a clearer concept of effective living. Also [illegible] to deal more usefully with the emotionally sick people in its midst. A [illegible] on this type of work through many media and under professional supervision [illegible] to be most effective, reaching thousands of people. We have no one for this at present.

[illegible] Social Worker

[illegible] district health centers, possibly Bureau-wide. They will be responsible for early case-finding, emergency consultation, home visits, brief treatment, agency consultation, in-service training of public health nurses and coordination of mental health services in their district. It is planned to add one district team each year until each Health District is covered. Clinic services do not reach far enough into the community to pick up trouble in the early stages.

All the above positions are 50% reimbursable by the State of California.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1396

DEPARTMENT OF PUBLIC HEALTH — 1,561,140,000 — Sheet Number 3 of 5 Sheets — Index Number 561

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET Salary Ord. Sec. No. Item No.	Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	Actual Past 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount (Dollars Only)	Actual Num. of Employees WHOL 1960-1961 Budget Cols. 5 and 6 Combined Number	Amount	Recommended by Office, Board, Commission or Department Number of Employees	Rate	Amount (Dollars Only)	(2) BUDGET as Recommended by the Mayor Number of Employees	Rate	Amount	(3) BUDGET as Adopted by Board of Supervisors Number of Employees	Rate	Amount	Reference Letter
1		0.561.140.000												PERSONAL SERVICES-FEES & OTHER COMPENSATION													
2											1500	1500	140	Fees & Other Compensation			3000		3000			2500			500			1
3											1500	1500*		TOTAL			3000		3000			2500			500			
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* Request for Supplemental Appropriation Pending

140 Fees and Other Compensation (In-service Training) $3000

This amount is twice that requested for 6 months in the Supplemental Budget. It is 50% reimbursable by State. It is necessary to keep up with latest advances, also to train those employees who are not fully educated in mental health work, including nursing personnel. Allows for 200 hours of inservice training activities at 15.00 per hour. Reduced by C.A.O. to $2500.

CONTROLLER'S FORM No. 4200

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,561,200.000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,561,203.000
FISCAL YEAR 1961-1962 1,561,267.000

Department Name: [illegible] PUBLIC HEALTH — Bureau, Office or Institution: [illegible] — Appropriation Number: [illegible] — Sheet Number: 4 of 5 Sheets — Page Number: 5-1

Line No.	Actual Expenditures 1960-1961	FISCAL YEAR 1960-1961 BUDGET Number of Employees	Rate	Amount (Dollars Only)	SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS Date	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual 7 - of 6 Months (Dollars Only)	Probable Last 6 Months (Dollars Only)	Probable for the Year	(1) DEPARTMENTAL BUDGET ESTIMATE FOR FISCAL YEAR 1961-1962 Object Code	Classification	Number of Employees	Rate	Amount	Work Order Budget Code Board Code Department Number	Amount	Recommended by Head of Department Number of Employees	Rate	Amount	Budget as Recommended by the Mayor Number of Employees	Rate	Amount	Budget as Adopted by Board of Supervisors Number of Employees	Rate	Amount	
1		0,561,200	000										CONTRACTUAL SERVICES															
2												201	Local Fares			120		120			120			40				
3										480	480	204	Rental of Auto Equipment			960		960			960			960				
4												206	Travel Expense-Non Local			500		500			500			0				
5		0,5[illegible]								120	120	216	Maint & Repair-Auto Equip.(P)			240		136			136			136				
6												218	Maint & Repair-Office Equip.			50		50			50			50				
7		0,5[illegible]								2400	2400	225	Tabulating (P)			[illegible]		400			2,000			2,000				
8										50	50	235	Subscriptions			50		50			50			50				
9										672	672	241	Rental of Office Equipment			1344		1344			1128			1,128				
10										3722	3722*		TOTAL			[illegible]		[illegible]			[illegible]			4,364				
11										2520	2520		Less Transfers to Purchaser			[illegible]		40			2136			2,136				
12										1202	1202		NET TOTAL			3084		3084			[illegible]			2,228				
13																												
14		[illegible]											USE OF EMPLOYEES' CARS															
15										1[illegible]	[illegible]		[illegible]			[illegible]		[illegible]			300			300				
16										[illegible]	[illegible]		[illegible]			[illegible]		[illegible]			[illegible]			700				
17		[illegible]																										
18		0,561,202,001			[illegible]								MEDICAL SERVICE & CARE															
19							100000			77329	77329	267	Private Hospital Care			100000		100000			[illegible]			80,000				
20										[illegible]	[illegible]		[illegible] Treatment Center			[illegible]		48828			[illegible]			48,828				
21							100000			100000	100000		TOTAL			148828		148828			[illegible]			128,828				
22																												
23		0,561,300,000											MATERIALS & SUPPLIES															
24										[illegible]	[illegible]		[illegible] [illegible] [illegible]			[illegible]		[illegible]			150			150				
25										[illegible]	[illegible]		[illegible] [illegible] Office Supplies			[illegible]		[illegible]			[illegible]			1,200				
26										[illegible]	[illegible]		[illegible]			1500		1500			1500			1,350				
27										[illegible]	[illegible]		Less [illegible] to Purchaser			[illegible]		300			300			150				
28										[illegible]	[illegible]		Net Total			1200		1200			1200			1,200				
29																												
30																												
31																												
32													Request for Supplemental Appropriation Pending															
33																												
34																												
35																												

. O.E. 201 Travel Expense - Local Fares $120
Estimated local fares for Health Educator, Statistician and district psychiatric team.

. O.E. 204 Rental of Equipment Auto 960
One economy type auto to be used by Program chief, Chief Clinical Psychologist and Director of Psychiatric Social Worker in their [illegible] trips [illegible] to meet with other agencies. Leased equipment is 50% reimbursable by State of California.

. O.E. 206 - Travel Expense - Non Local 500
To allow one trip to the annual meeting of the American Psychiatric Association in Chicago and a field visit to study the advanced commitment procedures and suicide prevention program of Los Angeles. Membership authorized in Adm. Code Sec. 16.6.10

D. O.E. 216 Maintenance and Repairs - Other Equipment (Car) 136
To provide for necessary maintenance of the station wagon used to transport mental patients.

E. O.E. 218 - Office Equipment Maintenance and Repairs 50
Estimate - Mainly for typewriters and dictating machines.

F. O.E. 225 Other Services (Tabulating) 2000
Estimated figure for one years IBM tabulating and data processing jobs for the C.M.H.S. Includes monthly, quarterly and annual statistical runs for the State Department of Mental Hygiene, the United States Public Health Service [illegible] data of the various divisions of C.M.H.S. To evaluate characteristics and results of total program according to need and also Section 2 (e) of Health Code Ordinance No. 193-58.

. O.E. 235 Subscriptions 50
Provides for about 5 subscriptions to professional mental health publications.

1126

H. O.E. 241 Rental of Office Equipment
Twice the amount of the same equipment listed in supplemental for 6 months, 50% reimbursable.

I. O.E. 203 Use of Employees' Care 300
Program Chief, Chief Clinical Psychologist and Director of Psychiatric Social Work. Twice the amount of 6 months Supplemental request. Reduced by C.A.O. to $300.

. O.E. 267 Medical Service Care $126828
[illegible] is to continue as in the previous year for the purpose of [illegible] private psychiatric clinics under contract with the City. $6,828 is to continue a new contract with [illegible] in the fiscal year. This new program is for psychiatric rehabilitation services and is the only one available in the City. This service allows for extensive care of persons who would otherwise have to be in a hospital. This is prorated on a unit of service basis and is 50% reimbursable by the State of California. Reduced by CAO to $126828.

L. O.E. 321 Fuel and Lubricants for Automobile $ 300
No previous experience except at the present time several police or ambulance calls [illegible] each day. This is for the station wagon requested in the 1960 Supplemental.

M. O.E. 371 Stationery and Office Supplies $ 1200
Based on experience of 1960 and also expansion of clerical and reporting activities. Since the C.M.H.S. is new, many supplies are needed for proper establishment of procedures. Supplies and equipment of other Bureaus of the Health Department have been used temporarily, but this is inadequate and also a handicap to the other Bureaus.

CONTROLLER'S FORM No. 4100

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,561,400,000

1400

Department Board or Commission BOARD OF [illegible]

Page Number 5 of 5 Pages

Index Number 561

Actual Expenditures	BUDGET				SUPPLEMENTAL APPROPRIATIONS OR MODIFICATIONS				Actual Prior 8 Months (Dollars Only)	Probable Last 8 Months	Probable for Year	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Em ployees	Rate	Amount (Dollars Only)	(1) Budget Year 1961-1962 Number	(1) Budget Year 1961-1962 Amount	(2) Budget as Recommended by the Mayor Number of Em ployees	(2) Budget as Recommended by the Mayor Rate	(2) Budget as Recommended by the Mayor Amount	(3) Budget as Adopted by Board of Supervisors Number of Em ployees	(3) Budget as Adopted by Board of Supervisors Rate	(3) Budget as Adopted by Board of Supervisors Amount	Rate Code Index
	Item No.	Number of Em ployees	Rate	Amount (Dollars Only)	Date	Number of Em ployees	Rate	Amount (Dollars Only)																	
													ADJUSTMENT (P)												
										2163	2163		Current Year-Prior Year												
													[illegible]												
													[illegible]			480		480			240				A
													[illegible] (1)			135		135			135				B
													[illegible]			160		160			80				A
													[illegible] (1)			40		40			40				B
													[illegible] (1)			50		50			20				C
													[illegible] (1)			25		25			25				B
													[illegible]			46		46			46				D
													[illegible]			931		931			586				
													[illegible]			931		931			586				
													[illegible]												
													[illegible]												
													[illegible]												
													[illegible]			100		100			100				B
													[illegible]			100		100			100				

* [illegible]

ABCD. O.E. 400 Equipment 936

4 desk executive	480
1 desk typist	135
4 chairs, desk	160
1 chair posture	40
5 chairs with arms and padded seat	50
1 copy holder	25
10 books, professional reference	46

For new employments. Books for reference and in-service training.

E. O.E. 854 Fixed Charges 100
To continue organizational membership in American Psychiatric Association.
Adm. Code Sec. 16.6.10

ADULT GUIDANCE CENTER

	7/1/59 - 6/30/60			7/1/60 - 12/31/60			1/1/61 - 6/30/61			7/1/60 - 6/30/61			7/1/61 - 6/30/62		
	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit	Cost	Unit	Cost Per Unit
ADULT GUIDANCE CENTER															
Treatment	$201915	26788	$ 7.61	$121939	11675	$10.44	$123520	12000	$10.29	$245459	23675	$10.37	$282342	25000	$11.29
Community Education	52714	6540	7.47	47995	3340	8.38	48470	3420	8.37	56465	6740	8.38	65092	7000	9.30
Total	$254629	33328	$ 7.39	$169934	15015	$ 9.99	$171990	15420	$ 9.87	$301924	30415	$ 9.93	$347434	32000	$10.86
SAN PEDRO JAIL CLINIC															
Treatment	$ 27158	5772	$ 4.71	$ 13748	3414	$ 4.03	$ 16617	3475	$ 4.78	$ 30365	6889	$ 4.41	$ 36738	6900	$ 5.32
Community Education	6790	1440	4.72	3457	535	6.46	4154	550	7.55	7591	1085	7.00	9194	1100	8.35
Total	$ 33948	7212	$ 4.71	$ 17205	3949	$ 4.35	$ 20771	4025	$ 5.16	$ 37956	7974	$ 4.76	$ 45932	8000	$ 5.74
GRAND TOTAL	$288577	40540	$ 7.11	$187139	18964	$ 9.87	$192761	19445	$ 9.91	$339880	38389	$ 8.85	$393366	40000	$ 9.83

Explanation

Treatment units are expressed in visits. Community Education units are expressed in hours.
To be eligible for reimbursement by the State under the Community Mental Health Services Act, the Adult Guidance Center is required to carry out a far more intensive diagnostic and psycho-therapy program. These requirements have and will result in a decrease in the total number of patient treatments.

REVENUE APPLICABLE TO ADULT GUIDANCE CENTER

	7/1/59 - 6/30/60	7/1/60 - 12/31/60	1/1/61 - 6/30/61	7/1/60 - 6/30/61	7/1/61 - 6/30/62
Payments by Adult Guidance Center Patients	$7615	$3597	$4703	$8100	$8300
Alcoholic Rehabilitation Division - State of California	15988	-	16000	16000	16000
TOTAL	$23603	$3597	$20703	$24300	$24300

REVENUE APPLICABLE TO ENTIRE COMMUNITY MENTAL HEALTH SERVICES PROGRAM
(Indexes 561, 561, 562, & 563)

State of California Reimbursement, Department of Mental Hygiene (Short-Doyle Act)	$196742	$96144	$303656	$400000	$500000

ADULT CLINICAL SERVICE

1959-1960 Fiscal Year Caseload	1[illegible] cases
1959-1960 Fiscal Year Person-Interviews	47,902 Interviews
Current Number of Full-Time Professional Positions	23½ professional positions
1 Director	
6½ Physician Specialists	
2 Psychologists	
9 Social Workers	
1 Research Assistant	
4 Nurses	
Requested Professional Staff Increase in December 1960 Supplementary Budget	1½ professional positions
1 Supervising Clinical Psychologist	
1 Half-Time Senior Clinical Psychologist	
Estimated 10% Increase in Annual Caseload and Interviews	
Estimated Total Annual Caseload Increase	105 cases
Estimated Total Annual Interview Increase	3057 interviews

Formerly Index 515 Class Title or Description	Actual Expenditures 1959-1960 No. of Employees	Amount	Budget 1960-1961 No. of Employees	Amount
110 Permanent Salaries	37	231311	37	241[illegible]
200 Contractual Services		9[illegible]		9[illegible]
203 Use of Employees' Cars		479		6[illegible]
300 Materials & Supplies		19410		21[illegible]
400 Equipment		622		1[illegible]
800 Fixed Charges		35		35
TOTAL	37	253300	37	28[illegible]
LESS TRANSFERS TO PURCHASER		[illegible]		[illegible]
NET TOTAL	37	252678	37	2[illegible]

CONTROLLER'S FORM No. 4700

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1404

DEPARTMENT: Community Mental Health — FISCAL YEAR 1961-1962

Activity No.	Actual Expenditures 1960 Year (Dollars Only)	Personnel: Salary Std. Sch. No. Item No.	Personnel: Number of Employees	Personnel: Rate	Personnel: Amount (Dollars Only)	Special Recommendations: Date	Special Recommendations: Number of Em. Employees	Special Recommendations: Rate	Special Recommendations: Amount (Dollars Only)	Estimated Expenditures 1961 Year: Actual First 6 Months (Dollars Only)	Estimated Expenditures 1961 Year: Probable Last 6 Months (Dollars Only)	Estimated Expenditures 1961 Year: Probable For Year (Dollars Only)	Class Number or Code	CLASS TITLE OR DESCRIPTION	Number of Em. Employees	Rate	Amount	1961-1962 Budget Cols. 5 & 6 Increase or Decrease: Force	1961-1962 Budget Cols. 5 & 6 Increase or Decrease: Amount	Recommended by Office Head (Name and Title of Department): Number of Em. Employees	Recommended by Office Head (Name and Title of Department): Rate	Recommended by Office Head (Name and Title of Department): Amount (Dollars Only)	B. BUDGET as Recommended by the Mayor: Number of Em. Employees	B. BUDGET as Recommended by the Mayor: Rate	B. BUDGET as Recommended by the Mayor: Amount	C. BUDGET as Adopted by Board of Supervisors: Number of Em. Employees	C. BUDGET as Adopted by Board of Supervisors: Rate	C. BUDGET as Adopted by Board of Supervisors: Amount	Reference Index
1														Object 1 - SALARIES														
2			37		200043	120752	131091	200043	111	Permanent Salaries 150 Otis St	37		257357	37	257357	37	257357	34	250,597							
3			5		35183	17592	17591	35183	112	Perm. Salaries-San Bruno	5		35183	5	35183	5	35183	4	32,789							
4									113	Perm. Salaries - Childrens Hosp.	7		39765	7	39765	0	0									
5			42		235226	138344	148682	235226		TOTAL PERMANENT SALARIES	49		332305	49	332305	42	293040	38	283,386							
6					950	520	952	1480	200	Contractual Services-150 Otis			2133		2133		2133		1,394							
7									200. 020	Cont.Services-Childrens Hosp			464		464		320		0							
8					600	475	125	600	203	Use of Employees' Cars			919		919		600		600							
9					1154	261		1347	300.	Materials & Supplies-150 Otis			1496		1496		1343		1,193							
10						40	152	200	300. 010	Materials & Supplies-San Bruno			200		200		200		200							
11									300. 020	Materials & Supp.-Childrens Hosp.			554		554		454		0							
12					11[illegible]	[illegible]65	[illegible]04	[illegible]680	301.	Drugs. 150 Otis			18800		18800		14920		18,000							
13					[illegible]	[illegible]1	[illegible]4	[illegible]200	301. 010	Drugs. San Bruno			1200		1200		1200		1,200							
14					10[illegible]	1[illegible]4		1[illegible]	301. 020	Drugs. Childrens Hosp.			[illegible]		[illegible]		1500		0							
15										Lab. Supplies			[illegible]		[illegible]		1000		1,000							
16					1[illegible]	91		91	020	Hosp. & Lab.Supp.C'ldrens Hosp.			[illegible]		200		200		0							
17					[illegible]	[illegible]		[illegible]		Equipment			[illegible]		3549		2426		160							
18										Fixed Charges			[illegible]		2207		2207		35							
19			47		[illegible]3327	[illegible]4	[illegible]4	[illegible]3327			49		363327	49	363327	42	325473	38	302,168							
20										Less Transfers																		
21					1[illegible]	1		[illegible]		[illegible]			[illegible]		3549		2426		160							
22										[illegible]			2272		2272		2272		0							
23					1[illegible]	1		[illegible]		[illegible]			[illegible]		[illegible]		4694		160							
24			1		[illegible]1	[illegible]	[illegible]	[illegible]			49		[illegible]	49	[illegible]	42	[illegible]	38	302,008							
25																												
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35																												

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1405

Community Mental Health **FISCAL YEAR 1961-1962**

| | | |

EXPLANATION SHEET

Formerly Index 515		Actual Expenditures 1959-1960		Budget 1960-1961	
		No. of Positions	Amount	No. of Positions	Amount
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
0848	Senior Clerk Typist	1		1	4760
1204	Porter	1		1	5796
L304	Physician Specialist P.T.	1		1	3996
L304	Physician Specialist	2		2	13131
L369	Director Adult Guidance Center	4		4	24457
D104	Psychologist	1		1	12876
P102	Registered Nurse	1		1	7760
P102	Registered Nurse, P.T.	2		2	10857
T57	Psych. Soc. Serv. Worker	2		2	4824
T57	Psych. Soc. Serv. Worker, P.T.	4		4	28130
L304	Physician Specialist, P.T.	2		2	6909
D102	Research Assistant	3		3	19984
D104	Psychologist	1		1	5916
P102	Registered Nurse	1		1	8520
T57	Psych. Soc. Serv. Worker	1		1	5522
T58	Chief Psych. Soc. Serv. Worker	3		3	20792
L304	Physician Specialist	1		1	8112
D104	Psychologist, P.T.	1		1	12422
T57	Psych. Soc. Serv. Worker	1		1	3818
		2		2	13507
	TOTAL	37	231811	37	261293

A. Transferred from Index 515.

B., C.,
M.K.

[illegible]

Personnel

The Adult Guidance Center is a rehabilitation center for alcoholics and has a very large case load. At present, they have four stenographic personnel. They carry about 500 alcoholics in the [illegible] every month, with the result that almost [illegible] are not helped as fully as needed in the [illegible] to their jobs and their families, [illegible] all current reports, [illegible] psychiatric evaluations and interviews and other correspondence.

The Senior Psychologist, on a half-time basis, is to provide an additional half-time psychologist at a senior level to the San Bruno Jail Alcoholism Clinic Program. [illegible] half-time psychologist which is quite inadequate [illegible] becomes of the great [illegible] activities at that rehabilitation Clinic.

The Supervising Psychologist, as in other clinics, would be the psychologist in charge and would be a Ph.D. in Clinical Psychology with psychiatric experience. [illegible] Psychologist at the Adult Clinic [illegible] not only the present [illegible] 40 hours of psychological services, which are badly needed. Required by State.

Contractual Services

Two typewriters are needed for the two additional Clerk-Typists. One typewriter is needed for the Jail Alcoholism Clinic, and two dictating machines are needed to supplement the small amount of equipment now present and they would be particularly used for transcribing dictation by the two new Clerk-Typists being requested.

The ten telephones are needed since there are present in this Clinic ten offices which have no telephones. This has been a serious handicap for years, which makes it necessary for a staff member to go into another person's office either to receive an incoming call or to make an outgoing one. The clerical staff must leave the reception desk unattended to announce incoming calls and the arrival of patients.

Equipment

The desks and chairs are needed for the additional clerical and professional personnel being requested. Two filing cabinets are needed for patients' records and correspondence, one filing cabinet is for the Director's office and one for the Senior Psychologist's office. The two instrument cabinets are used both for medical examination instruments and also medical supplies. These are presently stored on shelves. These cabinets must have locks, [illegible] physical examinations. [illegible] confidential psychometric testing material. The magazine racks and the six chairs for the Waiting Room are to increase the comfort and add to the present stiff chairs and bench.

Besides the office equipment for new personnel, the most urgent item is the telephone equipment.

D. 1 T1e3 - Rehabilitation Counselor (New)

This trained worker will work with the alcoholic patients to help them find or return to productive employment. Proper job placement and adjustment is one of the serious problems of alcoholic patients.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

1407

FISCAL YEAR 1961-1962

DEPARTMENT OF PUBLIC HEALTH

Community Mental Health
Services-Adult Guidance Center

| | | FISCAL YEAR 1960-1961 | | |

Formerly Index 515 Class Title or Description	Actual Expenditures 1959-1960 No. of Employees	 Amount	Budget 1960-1961 No. of Employees	 Amount
0.515.200.000 Contractual Services				
[illegible]				
210 Maint. & Repair Office Equip.		60		80
215 Maint. & Repair Other Equip.		8		20
[illegible]		[illegible]		[illegible]
230 Laundry Service		166		175
TOTAL		234		275
0.515.201.000 Use of Employees' Cars [illegible]		90		100
TOTAL		471		500
0.515.100.000 Materials & Supplies		92		125
131 Household & Institl. Supplies		278		268
135 Cleaning & Lav. Supplies		83		75
401 Drugs, Chemicals & Gases		16000		19000
402 Hospital & Laboratory Supplies		819		1000
421 Stationery & Office Supplies		1082		1000
TOTAL		1261		21343

A. Deleted by Chief Administrative Officer.

CITY AND COUNTY OF SAN FRANCISCO

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES

(2) BUDGET AS RECOMMENDED BY THE MAYOR

(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

Community Mental Health **FISCAL YEAR 1961-1962**

| | | |

EXPLANATION SHEET

1410

Formerly Index 515	Actual Expenditures 1959-1960		Budget 1960-1961	
	No. of Employees	Amount	No. of Employees	Amount
4.11.400.515 Equipment				
402 Table		111		
402 Chairs		11		
404 Instrument & Supply Cabinet		19		
406 Desk Lamps		13		
413 Typewriter		17		
420 Stop Watches		104		
420 Stethoscope				21
420 Ophthalmoscope				28
				76
TOTAL		622		125
NET TOTAL				
4.512.400.030				
830 Membership Dues				
		15		15
TOTAL		15		15

A. Transferred from Index 515, no increase requested.

B. Transferred from Index 515, plus additional for travel to Children's Hospital Clinic.

C. 4.K. 401 Travel - Non Local

To allow participation in meeting of North American Association of Alcoholism. * $400

D. Transferred from Index 515, plus increase for additional publications.

E. Transferred from Index 515, increased based on 1960-1961 rates.

F. 4.K. 431 Rental of Office Equipment

Continued as requested in Supplemental of 1960. 50% reimbursable by State. $428

G. 4.K. 401 Travel - Local Fares

Staff to and from 150 Otis and meet with other agencies. $100

H. 4.K. 434 Laundry

Estimated from experience at 150 Otis. $120

I. 4.K. 431 Rental of Office Equipment

1 Dictating Machine. $100

50% reimbursable by State of California

J. Transferred from Index 515, plus additional for incr ased services and reporting.

K. [illegible]

Based on experience at 150 Otis St. (206) $[illegible]

L. 4.K. 471 Stationery and Office Supplies

To establish new facility. Require initial supplies. Less in subsequent years. 20% of ANC budget, plus $250 for basic supplies. $400

M. Transferred from Index 515, plus slight increase due to increased prices.

[illegible]

[illegible] been drawing drugs from 150 Otis supply, but experience has shown that both clinics must stock $1200
An additional $100 per month is needed.

* Attendance by Director of Adult Guidance Bureau or his representative. Date and location of meeting not set at time of budget preparation.

CITY AND COUNTY OF SAN FRANCISCO

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES 1961

(2) BUDGET AS RECOMMENDED BY THE MAYOR

(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

DEPARTMENT ... [illegible] HEALTH

... Public Health

... for

561

Line No.	Actual Expenditures 1959-1960 (Cents Omitted)	Fiscal Year 1960-1961 Budget Class No.	Budget Number of Employees	Rate	Budget Amount (Cents Omitted)	Supplemental Appropriations Date	Supplemental Appropriations Number of Employees	Supplemental Appropriations Rate	Supplemental Appropriations Amount (Cents Omitted)	Estimated Expenditures 1960-1961 Budget Number of Employees	Estimated Expenditures 1960-1961 Budget Amount	Estimated Expenditures 1960-1961 Supplemental Appropriations Amount	Line No.	Departmental Budget Estimates Fiscal Year 1961-1962	Number of Employees	Rate	Amount	Mayor's Budget 1961-1962 Number of Employees	Mayor's Budget 1961-1962 Rate	Mayor's Budget 1961-1962 Amount	Adjustments by Board of Supervisors Number of Employees	Adjustments by Board of Supervisors Rate	Adjustments by Board of Supervisors Amount	Budget Adopted by Board of Supervisors	Line No.
1		0.503.304.020																							1
2																									2
3																									3
4																									4
5		0.503.302.020																							5
6						12/7/57																			6
7						1/16/57																			7
8		0.503.302.020																							8
9																									9
10																									10
11																									11
12		0.311.400.503																							12
13						1/16/57																			13
14																									14
15																									15
16																									16
17																									17
18																									18
19																									19
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31																									31
32																									32
33																									33
34																									34
35																									35

b. [illegible] $1[illegible]

[illegible]

[illegible]

[illegible]

d. [illegible]

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

Community Mental Health FISCAL YEAR 1961-1962

| | | |

Object Year	O.C.	Description	1959-1960 Actual Expenditures	Budget Allowance	1960-1961 Actual Expenditures	Probable Expenditures
1959-1960	409	Instrument & Supply Lab.	$248			
	603	Books	111			
	603	Table	43			
	603	Chairs	19			
	606	Desk Lamp	17			
	612	Typewriter	104			
1960-1961	603	Stop Watches		$21	$22	
	603	Stethoscope		28	11	
	603	Opthalmoscope		24	50	
		TOTAL	$552	$139	$83	

A, through
I.
Equipment required for opening of branch clinic at Children's Hospital.

J. Transferred from Index 513, no increase requested, with American Association of Alcoholism-Annual Dues. Authority: Administrative Code 10.6.10

1. O.E. 210 Rent $172

Children's Hospital has offered very desirable facilities in a good location for a rental far below cost. They also include utilities and janitorial service for $171.50 per month. This is 50% reimbursable by State.

BUDGET ESTIMATE INDEX NO. 1.565 OPPOSITE SHEET NO. 1 EXPLANATION SHEET 1419

CHILD PSYCHIATRIC CLINIC

			Cost			Cost			Cost			Cost					
PATIENT SERVICES:																	
Intake & Evaluation																	
Treatment																	
Total Patient Services																	
COMMUNITY SERVICES:																	
Consultation																	
Information and Education										275	$8.69		4462	460	$9.70			
Community Conferences										186	7.36		2504	317	8.03	1943	540	7.39
Total Community Services	$16951	2214	$ 6.56	$ 9152	917	$ 9.98	$10440	1542	$ 9.73	$19392	2404	$ 7.23	$		$			$ 9.12
Juvenile Delinquency Unit																$15896	1400	$11.35
GRAND TOTAL																		

EXPLANATION:

/60 - 12/31/60 period: Statistical system changed. Declines over previous averages due mainly to time spent on reorganizational work. Beginning January 1961, the Work Unit System was abandoned. The figures are, however, still in number of hours devoted to these types of services, but now more nearly correspond to hours spent in face to face interviews, psychological testing, and conferring with collateral [illegible] involved.

	7/1/59 - 6/30/60	7/1/60 - 12/31/60	1/1/61 - 6/30/61	7/1/60 - 6/30/61	7/1/61 - 6/30/62
e from Patients	-	$455	$445	$900	$1000

Also see Index 563 for over-all Community Mental Health Program receipts.

BUDGET ESTIMATE INDEX NO. 565 OPPOSITE SHEET NO. 1

EXPLANATION SHEET

1416

[illegible]

1959-1960 Fiscal Year Caseload [illegible]

1959-1960 Fiscal Year Person-Interviews 4116 interviews

Current Number of Full-Time Professional Positions [illegible]
psychiatrists
6 1/2 psychologists
3 psychiatric social workers

Requested Professional Staff Increase
In December 1959 Supplementary Budget 1 professional positions
[illegible]
1 Supervising Clinical Psychologist
1 Supervising Psychiatric Social [illegible]

Estimated 1% Increase in Annual Caseload and Interviews

Estimated Total Annual Caseload Increase 42 cases

Estimated Total Annual Interview Increase 141 interviews

BUDGET ESTIMATE INDEX NO. 565 OPPOSITE SHEET NO. 1 EXPLANATION SHEET [illegible] 1417

Formerly Index 533

Class Title or Object No.	Actual Expenditures 1959-1960 No. of Emp.	Amount	Budget 1960-1961 No. of Emp.	Amount
110 Permanent Salaries	13	$1949	13	$1957
200 Contractual Services		138		145
300 Material and Supplies		159		400
400 Equipment				
	13	$2446	13	$2502
Less Transfers to Purchaser				
N.T TOTAL	13	$2446	13	$2502

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1418

Department Board or Commission DEPARTMENT OF PUBLIC HEALTH Bureau or Division COMMUNITY MENTAL HEALTH SERVICES
CHILD PSYCHIATRIC CLINIC

| | | FISCAL YEAR 1960-1961 | | |

CITY AND COUNTY OF SAN FRANCISCO

DEPARTMENTAL ESTIMATE OF PROPOSED EXPENDITURES

BUDGET AS RECOMMENDED BY THE MAYOR

BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961-1962

COMMUNITY MENTAL HEALTH

CHILD PSYCHIATRIC CLINIC

[illegible] PLAT INDEX NO. [illegible] APPROVED SHEET NO. [illegible] EXPLANATION SHEET [illegible]

A. Transferred from Index 533

[illegible]

[illegible].F.

Personnel

This important Clinic has also been operating without supervisory personnel in their professional classifications.

[illegible] senior clerk-stenographer in order to increase [illegible] stenographer who will supervise the total clerical operations, which include not only stenographic work but also records and account-keeping since this Clinic collects fees, as do the other divisions of the Community Mental Health Services. The work is difficult and complex and also involves handling children and parents with emotional problems in a sensitive and kindly way.

Supervising Psychologist will have the duties of being the head psychologist of this Clinic. This person [illegible] a Ph.D. in Clinical Psychology and adequate experience in psychiatric work to give a high-quality professional administrative supervision and training to the personnel of the Clinic. The addition of this position would also increase by one the number of psychologists available to give service. Our Child Psychiatric Clinic has the heaviest demand for service of any of our outpatient divisions. The waiting list is very long and patients should be more promptly cared for. Consultation services are in great demand and additional consultation should be done with other agencies to help them care for their emotionally maladjusted clients. Required by State.

Senior Physician Specialist:

This classification will give a senior position for the Director of the Clinic who is now taking the heavy responsibility for both professional direction and administrative supervision of the entire Clinic's activities without additional compensation or recognition. His present classification is simply Physician Specialist. This salary is not good enough to retain staff members for very long, nor is it satisfactory to recruit well-trained people to be directors of the Clinic.

Supervising Psychiatric Social Worker:

This position, as mentioned before, is needed to give recognition and provide a well-trained and experienced Psychiatric Social Worker to be the person in charge of the psychiatric social work program of this Clinic. At present, one of the regular staff Social Workers is doing this job without additional compensation or adequate recognition. This job will also give us an increase in service for the Clinic, and will allow us to increase services to the mentally retarded and to the School Department. Required by State.

Other Than Personnel Service

Two typewriters are necessary to take care of the additional clerical workers and to replace one worn-out present typewriter. Three dictating machines are needed to handle the 14 staff members [illegible] equipment, which creates a great clerical complication. The [illegible] recorder, if possible, since they are durable, inexpensive and easily carried. The tape recorder is for the purpose of recording interviews with patients and for intensive study of these interviews for evaluation of the patient and for the training of personnel.

Fourteen telephones are needed to be installed in the new Clinic space to provide telephones for all staff members and the clerical personnel. Since a great deal of work is done by telephone in psychiatric clinics, it is imperative that each staff member have a telephone to make contacts with clients and agencies making referrals.

[illegible] present Clinic space. Since building is impossible for at least three years, the only choice is to rent about 2,[illegible] reimbursable by the State, and would be a wise and is a very badly needed improvement. Heat, light and power would also be a necessary charge which the State will also reimburse up to [illegible].

Employees' care will be used to a greater extent because of additional consulting services to district health centers, schools and other public agencies including the San Francisco General Hospital. The stationery and other office supplies are simply necessary to take care of the increased case load.

B. 1 - 757 Psychiatric Social Worker

To add additional case work and consultation time to the clinic. At present the need for services to children is extremely pressing since there are few facilities in San Francisco. This person would also be involved in giving services to families of mentally retarded children.

C. 1 - 1364 Physician Specialist, P.T.
1 - 1404 Psychologist, P.T.
1 - 757 Psychiatric Social Worker, P.T.

These three half-time professional workers will form a unit to work with juvenile delinquents and their families. [illegible] referred before adjudication by the Juvenile Court. [illegible] the Psychiatric Staff of the Juvenile Court.

CITY AND COUNTY OF SAN FRANOSCO 1422

(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES [illegible]
(2) BUDGET AS RECOMMENDED BY THE MAYOR 1,565,203,000
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS 1,565,300,000
FISCAL YEAR 1961-1962 1,565,400,000
Appropriation Number [illegible],000

Department, Board or Commission DEPARTMENT OF PUBLIC HEALTH — Budget Estimate — COMMUNITY MENTAL HEALTH SERVICES — CHILD PSYCHIATRIC CLINIC — Sheet Number 3 of 3 Sheets — Page Number 565

Line No.	Actual Expenditures 1960-1961 (Last Year)	Fiscal Year 1960-1961 Authorized: Salary Grid Sub No.	Number of Employees	Title	Amount	Fiscal Year 1960-1961 Authorized: Number of Employees	Title	Amount	Expenditures 1960-1961: Actual Last Year as of Dec. 31	Expenditures 1960-1961: Estimated Last Year as of June 30	Expenditures 1960-1961: Estimated Year to Year (Col. 11)	Code Number for Class	CLASS TITLE OR DESCRIPTION	Number of Employees	Rate	Amount	Comparison of Request: Budget Year (1961-1962) Number of Employees	Comparison of Request: Budget Year (1961-1962) Amount	Recommended by Office, Board, Commission or Department: Number of Employees	Recommended by Office, Board, Commission or Department: Rate	Recommended by Office, Board, Commission or Department: Amount	Recommended by the Mayor: Number of Employees	Recommended by the Mayor: Rate	Recommended by the Mayor: Amount	Adopted by Board of Supervisors: Number of Employees	Adopted by Board of Supervisors: Rate	Adopted by Board of Supervisors: Amount	Difference
1		0,4[illegible]5,200,000											CONTRACTUAL SERVICES														
2					75	18	17	25				161	Travel Expense-Local Fares			1.00	100		100			100					
3					30		30	30				218	Maint & Repair Office Equip.			30	30		30			30					
4		0,7[illegible]5,711,503					600	600				211	Heat, Light & Power (U)			1,200	1200		1200			1,000					
5					40	3	40	40				215	Subscriptions			40	40		40			40					
6							404	404				241	Rental of Office Equipment			1152	1152		1008			432					
7				[illegible]2760 [illegible]1639	14[illegible]	18	1111	1[illegible]5					TOTAL			2502	2502		2378			1,602					
8							[illegible]	200					Less to Light, Heat & Power			1200	1200		1200			1,000					
9					185	18	611	5,9					NET TOTAL			1302	1302		1178			602					
10		[illegible],[illegible]5,[illegible]3,000											Use of Employees' Cars														
11							[illegible]	450				161	Use of Employees' Cars			400	400		400			350					
12							[illegible]	400*					TOTAL			400	400		400			350					
13		0,[illegible]5,[illegible]6,000											MATERIALS & SUPPLIES														
14					75	18	69	75				161	Household & Institutional Supplies			75	75		75			75					
15					325	181	304	3,4				211	Stationery & Office Supplies			3.5	325		325			325					
16							40	40				221	Recreational Supplies			40	40		40			40					
17				[illegible]2760 [illegible]1639	[illegible]	181	[illegible]	[illegible]0*					TOTAL			440	440		440			440					
18													EQUIPMENT (E)														
19		0,[illegible]1,[illegible]0[illegible],[illegible]05					1111	1111*					Current Year-Prior Year (NF2)														
20												402	Desk, Executive (1)			1.00	1.00		1.00			1.00					
21												[illegible]	Chair, Executive(1)			40	40		40			40					
22												[illegible]	Chair, File			12	12		12			12					
23							111*	111[illegible]*					TOTAL			172	172		172			172					
24							111*	111[illegible]*					Less to Purchaser			172	172		172			172					
25													NET TOTAL														
26		-[illegible]55,[illegible]0[illegible],500											Fixed Charges														
27		0,[illegible]5,[illegible]0[illegible],505					[illegible]	[illegible]				420	Rentals		1,000	1,000	1,000	12,000			12,000						
28							[illegible]	[illegible]*					TOTAL		1,000	1,000	1,000	12,000			12,000						
29							[illegible]	[illegible]*					Less to Real Estate Dept.		1,000	1,000	1,000	12,000			0						
30													NET TOTAL								12,000						
31																											
32																											
33													Request for Supplemental Appropriation Pending														
34																											
35																											

BUDGET ESTIMATE INDEX NO. 565 OPPOSITE SHEET NO. 3 EXPLANATION SHEET Page 2 of 2 1963

Formerly Index 533

Class Title or Description	Actual Expenditures 1959 - 1960	Budget 1960 - 1961
0.533.200.000 Contractual Services		
201 Travel Expense - Local Fares	79	75
218 Maint & Repair-Office Equip.	19	30
235 Subscriptions	40	40
TOTAL	138	145
0.533.300.000 Materials and Supplies		
331 Household and Institt. Supp.	63	75
371 Stationery and Office Supp.	296	325
TOTAL	359	400

A. Transferred from Index 533 plus additional for new personnel.

B. Transferred from Index 533, no increase requested

C. Heat, light and power for new facilities requested.

D. Transferred from Index 533, no increase requested

E. Continuation of rental of office equipment as requested in supplemental appropriation for detail see opposite sheet 2.

	Amount Requested
F. 201 - Use of Employees Cars Based on experience plus new employeeis. The staff of this clinic performs a large number of consultating services which account for almost half the time of the clinic. The consultations are held with personnel of other agencies involved in the care of children and family problems.	$ 400.00

G. Transferred from Index 533, no increase requested.

H. Transferred from Index 533, no increase requested.

I. O.E. 301 Recreational Supplies These are small items used in the "play therapy" rooms with young children.	40.00
J. NEW	
1 Desk, Executive	120.00
1 Chair, desk	40.00
1 Chair, Side	12.00
[illegible]	
K. Rent 4000 square feet of office space at .24 cents a foot, per month. This is a continuation of the Supplemental Budget request. The present clinic space is approximately half of what is needed. Rental of office space is 50% reimbursable by the State, as are utilities.	12,000.00

BUDGET ESTIMATE INDEX NO. 597 OPPOSITE SHEET NO. 1 EXPLANATION SHEET

-1960 Fiscal Year Caseload	339 cases
-1960 Fiscal Year Person-Interviews	4003 interviews
ent Number of Full-Time Professional Positions 4 Psychiatrists (only 3 psychiatric positions, however, during fiscal year 1959-1960) 0 Psychologists 2 Psychiatric Social Workers	6 professional positions (5 positions only during fiscal year)
ested Professional Staff Increase in December 1960 Supplementary Budget 1 Supervising Physician Specialist 1 Senior Clinical Psychologist 1 Advanced Psychiatric Social Worker	3 professional positions (plus 1 position added July 1, 1960)
imated 80% Increase in Annual Caseload and Interviews	
imated Total Annual Caseload Increase	61 cases
imated Total Annual Interview Increase	3012 interviews

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

14.6

DEPARTMENT OF PUBLIC HEALTH — Bureau or Division COMMUNITY MENTAL HEALTH SERVICES — Page Number 1 of 6 Sheets — Index Number 567

Item No.	Actual Expenditures 1960 1961 (Dollars Only)	FISCAL YEAR 1960 1961 Budget Appropriations Class	Number of Employees	Note	Amount (Dollars Only)	Salary Ordinance Date	Number of Employees	Note	Amount (Dollars Only)	EXPENDITURES 1960 1961 Actual Per 9 Months (Dollars Only)	Estimated Last 3 Months (Dollars Only)	Estimated for Year (Dollars Only)	Object Code	Character of Expenditure	Number of Employees	Note	Amount (Dollars Only)	(1) Budget as Submitted by Department Number of Employees	Amount	(2) Budget as Recommended by the Mayor Number of Employees	Note	Amount	(3) Budget as Adopted by Board of Supervisors Number of Employees	Note	Amount	Reference Number
1														PERSONAL SERVICES												
2							13		60633	26180	34453	60633	010	Permanent Salaries Administration	20		107884	20	107884	17		93,052				
3							11		[illegible]	[illegible]	[illegible]	[illegible]	10.010	Permanent Salaries Nursing	15		100511	15	100511	11		82,087				
4							3		[illegible]	[illegible]	[illegible]	[illegible]	10.020	Permanent Salaries Psych. Tech.	53		253713	53	253713	52		264,910				
5							40		[illegible]	[illegible]	[illegible]	[illegible]	10.030	Permanent Salaries Psychiatrist	51		234452	47	234452	43		236,971				
6							2		[illegible]	[illegible]	[illegible]	[illegible]	10.040	Permanent Salaries Adult Day Clinic Clerk	14		116520	11	108456	7		64,739				
7							1		[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	131		830160	148	809216	130		740,759				
8											408	408	20.0	Contractual Services Admin.			720		720			720				
9											735	[illegible]	20.040	Contractual Services A.P.C.			1320		1320			960				
10											100	[illegible]	21.040	Use of Automobiles, Psych. A.P.C.			200		200			200				
11													30.0	Materials & Supp. Admin.			175		175			175				
12									1318	646	672	1318	30.020	Materials & Supp. Psych.Obs.			1318		1318			1,318				
13									[illegible]	[illegible]	[illegible]	[illegible]	30.0	Materials & Supp. Psych. Treat.			2285		2285			2,285				
14											140	140	30.030	Materials & Supp. Admin.			140		140			140				
15									[illegible]	[illegible]	[illegible]	[illegible]		Foodstuffs Psych. Obs.			1982		21982			21,982				
16									14792	6816	7116	13950	50.010	Foodstuffs Psych. Treat.			14792		14000			14,000				
17									5678	2782	2896	5678	61.020	Drugs Psych. Obs.			5678		5678			5,678				
18									[illegible]	[illegible]	[illegible]	[illegible]		Drugs Psych. Treat.			[illegible]		[illegible]			4,500				
19									1164	471	593	1164	62.020	Hosp. & Lab. Supp. Psych.Obs.			1164		1164			1,164				
20									[illegible]	[illegible]	[illegible]	[illegible]		Hosp. & Lab. Supp. Psych. Treat.			662		662			662				
21									[illegible]	[illegible]	[illegible]	[illegible]	80	Equipment			582		582			582				
22							[illegible]		[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	131		[illegible]	131	[illegible]	130		795,5[illegible]				
23														[illegible]												
24											300	300		Materials & Supplies			300		300			300				
25											[illegible]	[illegible]		Equipment			[illegible]		582			582				
26											[illegible]	[illegible]		[illegible]			882		882			882				
27							130		[illegible]	[illegible]	[illegible]	[illegible]		TOTAL	131		881850	131	881850	148		801758	130	798,445				
28																										
29																										
30																										
31																										
32																										
33																										
34																										
35																										

CITY AND COUNTY OF SAN FRANCISCO

(1) DEPARTMENTAL BUDGET ESTIMATE OR PROPOSED EXPENDITURES

(2) BUDGET AS REVISED BY THE MAYOR

(3) BUDGET AS APPROVED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961 1962

DEPARTMENT OF PUBLIC HEALTH

| | | |

A. Transferred from Index 557

B. through L.

[redacted]

The Senior Clerk-Stenographer is to supply a senior supervisory clerical person to the clerical group for the Psychiatric Services at the Hospital. At present, there is a minimum of direction and organization and quality of work are poor.

The three General Clerk-Typists [redacted] amount of paper work involved in the routine running of the wards and in preparation of patients who are going to [redacted] ff and by nursing personnel to the extent that the nurses have very little time to help the patients and are working far below their training and classification. Ward clerks have proven to be very successful in many hospitals, and to some degree alleviate the difficulty of nursing recruitment. We are already short of nurses and this will allow some alleviation of the shortage.

The Instructor in Occupational Therapy is to add one more Occupational Therapist to the one Occupational Therapist now working in the Psychiatric Service. The addition of this time will not only allow relief for the present Occupational Therapist but will also give added services to patients on both the Treatment and the Observation Wards. In addition to this, the Occupational Therapist can work with some of the patients from the Outpatient Clinic who need increased diversional and group activity during the day.

The Supervising Psychologist is a person who is well trained in clinical psychology and has his Ph.D. degree. This person would be in charge of psychological services at the Hospital's Psychiatric Division. This would also increase the amount of psychology service available. The present level of service is very small since there is only one psychologist for the entire two divisions which include both the Treatment and Observation Wards as well as the Outpatient Clinic. Since the psychologist also answers psychological consultation requests at the General Hospital, the work load is completely overwhelming. Required by [redacted]

Senior Physician Specialist is a new classification. This position is that of the psychiatrist in charge of the Treatment Inpatient Psychiatric Service. In spite of the responsibilities, this person has been a regular staff physician specialist. In addition to no salary consideration for the increased responsibility, the San Francisco Physician Specialist's salary is among the lowest in the State. The new classification of Senior Physician Specialist is intended not only to indicate a person of increased calibre who may supervise other physicians, as in this particular case, but also to aid in the recruitment of trained psychiatrists.

Assistant Director of Nursing

This trained nurse, who should have significant psychiatric experience, is to act as full-time supervisor of all the psychiatric wards. The Head Nurses of all the wards would report directly to her. At present, the only person to whom they report is the Assistant Director of Nursing who handles obstetrics, gynecology, pediatrics and psychiatry. Obviously, for one person to handle all four services is a job which can only be done to the barest extent. Nursing supervision and in-service training are purely a practical impossibility under the present circumstances. This is an important need, particularly from the standpoint of in-service training and coordination of activities throughout the Inpatient Psychiatric Service. Recommended by State.

[redacted]

This, too, is a new classification and is in keeping with the Jacobs Survey recommendation and the new plan of at least three levels of staff Psychiatric Social Worker. The Supervising Social Worker is the [redacted] ctive head of all the Social Workers in a given unit. This trained person would give administrative [redacted] fessional direction to the Social Workers on the Inpatient and the Outpatient Clinic. The h[redacted] bilities of social work at the Hospital make this position quite necessary. Required by State.

[redacted]

This Screening and Referral Center is an outpatient operation which combines a screening and referral center with an emergency and pilot district psychiatric team operation. This need has been expressed both by agencies in the community and by our own staff. This screening center would be located in the Psychiatric Division at San Francisco General Hospital. Functions include acting as a central clearing house for information and preliminary referrals in all divisions of the Community [redacted] It will also work with other agencies in th[redacted] for county treatment, admissions to State h[redacted] by this Center. The bulk of people seen will be voluntary and all will be on an outpati[redacted] services, therefore, will be largely reimbursable. Emergency services to patients under a petition or who are brought in following a crisis would also be done but would not be reimbursable by the State. Health-officer admissions to State hospitals without court procedure can also be done by this Center. Some of the staff would have the duty of making house calls to investigate circumstances prior to hospitalization and also transmit on surrounding a request for commitment to a State hospital.

The district team group would make house calls where necessary to evaluate a problem or to give consultation regarding home care and even carry out brief psychiatric treatment in the home. Much of their work would not only be in making home calls, however, but would be in regard to patients who are seen in district health centers by public health nurses and health officers and who need further evaluation and counseling. Their duties would also involve helping to increase the mental-health skills of district health center personnel and also to work with other agencies on the district level who are in contact with people having mental-health difficulties. This would include public welfare personnel, police, recreation centers, settlement houses, and similar agencies.

The General Clerk-Stenographer is to handle telephone calls, do receptionist work, do the typing and recording for the group, and give general information over the telephone.

[redacted] health centers and other d[redacted] ; [redacted] sary to have a physician to develop [redacted] coordinate its activities. The proper functioning of such a Screening Center could make a great community contribution.

Emergency Hospital Steward is requested primarily to accompany the Special Police Officer assigned to us on trips to pick up mentally ill patients. This man would drive the station wagon, which is being requested for the transportation of psychiatric patients to the hospital. He would, of course, also aid in the picking up of patients where necessary. This will [redacted] an ambulance driver and the use of an ambulance except in the most severe cases of [redacted] of physically ill patients.

The Public Health Nurse is part of the district psychiatric team and would spend a large [redacted] time making house calls and working with other Public Health Nurses in the [redacted] in regard to mental-health problems in public health nursing. Since this type of nurse does a great deal of work with people having emotional problems, this is felt to be a very important area of development on the community-service level.

[redacted]

Two Psychiatric Social Workers are requested, one for the Screening and Referral Center and one for the district team. The Psychiatric Social Worker on the district team will also make home calls as well as working with other agencies in the community and seeing patients and their families in the office. The other Social Worker, who would largely stay at the Referral Center except in some exceptional instances, would work with patients and family coming for help and aid them in making decisions as to hospitalization or other types of treatment and also helping with referrals to other agencies where necessary. This Social Worker would take part in the determination of eligibility for treatment, as well.

Medical Social Worker

A Medical Social Worker is requested to do a similar job as the Screening Center Psychiatric Social Worker mentioned above. The Medical Social Worker's skills are more general, however, and the qualifications are not quite as high. This person would help with less difficult cases and also this would be a help in recruiting when Psychiatric Social Workers are difficult to get.

[redacted]

[redacted] l Clerk-Typist is to give additional clerical help to the completely overloaded [redacted] grapher in that Clinic. The present stenographer is acting as receptionist, clerk and stenographer, statistical clerk, account clerk and information center. The large amount of dictation and the size of the staff make the present situation completely untenable. This is a very important priority for the Clinic.

The Supervising Physician Specialist is a new classification, as mentioned before. This would not only give an additional psychiatrist to increase services at the Clinic but would also give a senior position which the Director of the Clinic would occupy. The Clinic's Director has been serving without additional salary or recognition. This is a very important division and its duties are heavy and are rapidly becoming heavier, both from the standpoint [redacted] nal supervision and the administrative planning and programming of the Clinic [redacted]. For the purpose of giving administrative recognition and also for the purpose of retaining the main staff members and in the future of recruiting a trained person for the Clinic Director position, this job is also a high priority.

[redacted]

This additional position is needed to give psychological services to the Outpatient Clinic which receives practically no services at the present time. These duties would include psychological diagnostic testing, evaluation of patients for results of therapy, psychological counseling and consultation work. A skilled person is needed in this position, therefore, a Senior Psychologist is requested. Required by State.

Chief Psychiatric Social Worker

This is a new position and is in accordance with the Jacobs Survey. This Social Worker would be not only the Senior Social Worker of this Clinic but also would have supervisory responsibilities over the small group of Social Workers present there. The extensive amount of casework and inter-agency work done in this Clinic demands a trained person. It also demands coordination of activities within the Clinic social work group. Required by State.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962 1,567,110,030

| | | |

A. Transferred from Index 557.

B. 1 - T57 Psychiatric Social Service Worker

At present the busy Observation Service has only one Medical Social Worker to do the great amount of casework required for the 500 admissions every month. At least one additional worker is needed, and should have psychiatric training.

C. Deleted by Chief Administrative Officer.

D. Requested in Supplemental 1960-1961, see opposite Sheet 2.

E. Requested in Supplemental 1960-1961, see opposite Sheet 2.

F. 2 Pkl Registered Nurse

These [illegible] are needed to afford proper coverage in the psychiatric wards, especially in the evening shift, when nurses and orderlies are often transferred to other services at the hospital. These new employments will allow for one more registered nurse on duty seven days a week around-the-clock. Also, we will have one more orderly 5 days a week.

50% reimbursable by State.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

1451

DEPARTMENT OF PUBLIC HEALTH — MUNICIPAL MENTAL HEALTH SERVICE — 1,567,110,048 — 6 — 6 — 567

Line No.	Actual Expenditures 1960-1961 (Dollars Only)	FISCAL YEAR 1960-1961 BUDGET 60.1.1 Salary Rate	Number of Employees	Rate	60.1.2 Amount (Dollars Only)	60.1.3 APPROVED SUPPLEMENTAL APPROPRIATIONS AND ADJUSTMENTS Class	Number of Employees	Rate	Amount (Dollars Only)	EXPENDITURES 1960-1961 Actual 6 Months (Dollars Only)	Probable 6 Months (Dollars Only)	Probable for Year (Dollars Only)	Class Number	DEPARTMENTAL BUDGET ESTIMATES FOR FISCAL YEAR 1961-1962 Classification	Number of Employees	Rate	Amount (Dollars Only)	(1) DEPARTMENT'S BUDGET ESTIMATE Number of Employees	Rate	Amount (Dollars Only)	Recommended by Civil Service Commission or Mayor's Budget Number of Employees	Rate	Amount (Dollars Only)	(2) Budget as Recommended by the Mayor Number of Employees	Rate	Amount (Dollars Only)	(3) Budget as Approved by Board of Supervisors Number of Employees	Rate	Amount (Dollars Only)	Remarks	Line No.
1		9,567,110,048												PSYCHIATRIC SOCIAL WORKER, CHIEF																1
2		1				1	950 4.5	4442					8402	General Clerk Stenographer	1	473	4512	1	4512	1	473	4512	1	473	4,740					A	2
3													8412	General Clerk Typist (New)	1	473	4176	1	4176	1	473	0			0					B	3
4		7.2				1	1.56	11771					1424	Physician Specialist	1	1176	17727	1	17727	1	1176	17727	1	1176	17,790					A	4
5		14				1	1.56	4775					1424	Physician Specialist P.T.	1	1176	6976	1	6976	1	1176	6976	1	1176	6,960					C	5
6													1424	Physician Specialist P.T. (New)	1	1176	3961	1	3961	1	1176	0			0					A	6
7													1	Supervising Phys.Specialist	1	1404	16196	1	16196	1	1404	16196	0		0					D	7
8													1406	Senior Physician Specialist (New)	1	1404	8316	1	8316	1	1404	8316	0		0					E	8
9		15				2	493 5.69	10687					1427	Psych.Soc.Serv.Worker	2	1404	11548	1	11548	2	1404	11548	2	1404	13,104					A	9
10													1427	Psych.Soc.Serv.Worker (New)	1	1404	4866	1	4866	0		0								F	10
11													1	Advanced Psych.Soc.Serv.Wkr.	1	1404	8316	1	8316	1	1404	8316	0		0					G	11
12													1428	Psychiatric Social Worker (New)	1	1404	6916	1	6916	1	1404	6916	0		0					H	12
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A. Transferred from Index 557.

B. Requested in Supplemental 1960-1961, see opposite Sheet 2.

C. F.
and H.
1 - L364 Physician Specialist P.T.
1 - T87 Psychiatric Social Service Worker - Deleted by Chief Administrative Officer
1 - T168 Rehabilitation Counsellor

These three positions are to provide increased hours of specialized evaluation and treatment service to psychiatric outpatients. At present, the Clinic is small and must be selective about admissions. Direct self-referrals are not accepted, nor are patients on leave from State Hospitals. Aged patients, and other types cannot be accepted. These positions would allow for another 3,000 interviews and an increased caseload of perhaps 300 cases.

The Rehabilitation Counsellor is needed to help the patients with their difficulties in work placement and vocational planning. He would help in the early stages on a new job, working with both patients and employers. Better work adjustment means less re-admissions. We have no Rehabilitation Counsellor now.

D. E.
and G.
Requested in Supplemental 1960-1961, see opposite Sheet 3.

CITY AND COUNTY OF SAN FRANCISCO
(1) DEPARTMENTAL BUDGET ESTIMATE OF PROPOSED EXPENDITURES
(2) BUDGET AS RECOMMENDED BY THE MAYOR
(3) BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS
FISCAL YEAR 1961-1962

INSTITUTIONAL SERVICES

EXCERPT FROM SUPPLEMENTAL AGENCY REQUEST FY 1960 - 1961

[redacted]

Other Items for Consideration, Adult Psychiatric Clinic

Two typewriters are needed for the Clerk-Typist in the Clinic and one for the General Clerk-Stenographer in the Screening Center. Periodicals are requested so that the staff may be able to keep up with the recent advances in psychiatry. There is no availability of professional books to the staff groups. The medical library at the hospital does not stock psychiatric periodicals. The tape recorder is for the purpose of studying interview material and for professional development of the staff members in terms of treatment techniques.

The automobile is requested for the use of the Screening and Referral Center personnel. This will be used to make house calls to patients for emergency consultations and evaluation interviews. The automobile will also be used to meet with representatives of other agencies in the community in regard to the screening of personnel. Liaison visits to the various divisions of the Jo county Mental Health Services is a necessary part of the work of the personnel in this Screening Center.

Telephone Accounts 8 telephones with hookup system.

These are needed because there are very few telephones in the offices presently in the Clinic. Eight telephones will give each professional person a telephone and will make it possible for each physician or social worker to make and receive telephone calls without going to the office, and they can also be notified of the arrival of patients without the receptionist leaving her desk and walking through the Clinic.

Allowance for using Employees' Cars $1,200

One psychiatrist, two social workers and one public health nurse will be involved in making house calls in visits to other agencies such as health centers. The one automobile requested above will be inadequate to take care of all the trips necessary. For this reason, mileage reimbursement for 1,000 miles of travel in personal cars is requested. This, incidentally, is travel within the city.

Letterhead bond is needed for additional stationary supplies and for insertion of the new organizational letterhead. Fuels and lubricants are needed to maintain the rental automobile. Maintenance of the automobile will be taken care of by the contracting company.

The six desks, desk chairs and bookcases will be used in regard to the new personnel being requested for the Adult Psychiatric Clinic and the Screening and Referral Center. Additional office equipment may be needed but it is believed that some old equipment already present in the building may be converted to this use. The ten chairs with arms and padded seats are for the patients to sit in during their interviews, so they can be relatively comfortable as compared to their present situation, sitting in straight wooden chairs which are very hard and stiff.

Other Items for Consideration, Adult Psychiatric Clinic

The adding machine is necessary because of the rapid patient flow to this service. The keeping of statistics and the compilation of reports is difficult without an adding machine, as at present. The adding machine would also serve for the Adult Psychiatric Clinic, as well. The two dictating machines will add to the present one dictating machine, which must be used by the entire staff. The staff of residents, social workers and psychiatrists cannot possibly use the present machine to advantage. At least two more are required. Two additional typewriters are requested for the additional personnel.

The stationery supplies are needed simply because of inadequate present supplies.

The occupational therapy supplies are almost completely exhausted and there have been no provisions for supplies in the past. Supplies have been obtained by donations and ingenuity. However, they have been inadequate and a regular fund for both occupational therapy supplies and recreational therapy supplies must be available. These are largely for the treatment wards, where the patients stay for a longer period of time, but some of it is also for the observation wards. Most of this money would be reimbursable.

The furniture which is requested is to give decent furniture to the patients on the four wards for their day rooms. At present they have rickety furniture, which is not only unattractive but unsafe. We have four wards for which this extra request is made, and there are at least 30 patients on each ward. If we get a fifth ward according to our need, this furniture will be a bare minimum.

Additional drug money is requested because of a 2-month shortage during last fiscal year. It is most important to have regular supplies of medications and tranquilizers available.

A. Transferred from Index 557.

A 1. O.E. 315 Subscriptions $60.00

To provide for 6 subscriptions to professional journals for staff development.

B. O.E. 241 Rental of Office Equipment $360.00

As requested in Supplemental, 1960, 50% reimbursable by State.

C. O.E. 204 Rental of Automobile $960.00

As requested in Supplemental of 1960. For use of screening center personnel making home and emergency visits.

D. O.E. 241 Rental of [redacted] $300.00

As requested in 1960 Supplemental.

E. O.E. 201 Allowance for Use of Employees' Cars $200.00

For local travel by screening center and outpatient clinic personnel on home visits and consultation work with other agencies. As requested in 1960 Supplemental.

F. O.E. 371 Stationery $175.00

Based on experience plus new employments, increased volume of work.

G. Based on estimated requirements.

H. O.E. 391 Occupational Therapy & Recreational Therapy Supplies. $1200.00

As requested in Supplemental, 1960.

I. O.E. 321 Fuels & Lubricants $300.00

As requested in 1960 Supplemental to operate rental auto.

J. Based on estimated requirements.

CITY AND COUNTY OF SAN FRANCISCO

DEPARTMENTAL ESTIMATE AND RECOMMENDATION

BUDGET AS SUBMITTED BY THE MAYOR

BUDGET AS ADOPTED BY THE BOARD OF SUPERVISORS

FISCAL YEAR 1961 1962

| | | |

BUDGET ESTIMATE INDEX NO. 567 OPPOSITE SHEET NO. 6 EXPLANATION SHEET 1956

A. Transferred from Index 567.

B. Transferred from Index 567, plus increase for increased caseload.

C. [illegible] $[illegible]

Based on experience. An increase of drugs for psychiatric inpatients is needed because the drug allocation has run out almost two months before the end of the fiscal year in 1959-60. Tranquilizers, vitamins, sedatives are used in addition to an assortment of others.

D. O.E. type 4 Chairs with arms and padded seats. $140.00

These are for patients to sit in comfortably during interviews with staff, including Clinical Director, Chief Psychiatric Social Service Worker and Clinical Psychologist.

E. through
I.

For new employments requested herein.

Vouchen